



THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A WORK SESSION ON MONDAY, FEBRUARY 10, 2020 AT 5:30 P.M. IN THE BOARD ROOM OF THE MESILLA TOWNHALL, 2231 AVENIDA DE MESILLA.

Discussion: Revision to Chapter 18.35 H-R – Residential – Cultural – Historical Zone Ordinance.

THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON MONDAY, FEBRUARY 10, 2020 AT 6:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWNHALL, 2231 AVENIDA DE MESILLA.

- 1. PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL & DETERMINATION OF A QUORUM**
- 3. CHANGES TO THE AGENDA & APPROVAL**
- 4. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.
- 5. *APPROVAL OF CONSENT AGENDA – (The Board will be asked to approve by one motion the following items of recurring or routine business. The Consent Agenda is marked with an asterisk *):**
 - a) *** BOT Minutes** – Minutes of a Work Session & Regular Meeting on January 27, 2020.
 - b) ***PZHAC Case 060748** – 2729 Calle de San Albino, submitted by Natalie B. Ogaz, a request for changes to an approved building permit to construct a new residence at this address. Zoned: Historic Residential (HR).
 - c) ***PZHAC Case 061010** – 2305 Calle de Colon, submitted by Gerard Nevarez; a request for a zoning permit to allow the addition of a privacy panel to a rock wall at the rear of a residential property at this address. Zoned: Historical Residential (HR).
- 6. NEW BUSINESS:**
 - a) **For 1st Reading/Public Hearing: Ordinance 2020-03:** An Ordinance to be named Chapter 10.20 – Adopting a Social Host Ordinance.
 - b) **For 1st Reading/Public Hearing: Ordinance 2020-04:** A revising ordinance 12.15 – Use of Plaza.
 - c) **For Approval:** award of a Construction Contract for Town of Mesilla McDowell Road Wastewater Collection System Project – Phase II. – *Rod McGillivray, Public Works Director.*
 - d) **For Appointment:** A Municipal Judge to serve until the current term has been completed (December 31, 2021).
 - e) **Resolution 2020-04:** A resolution extending a moratorium ceasing all construction of new building in the HR Zone. – *Nora L. Barraza, Mayor.*
- 7. *STAFF REPORTS:**
 - Community Development
 - Community Programs
 - Finance Department
 - Fire Department
 - Marshal's Department
 - Public Works Department

- 8. BOARD OF TRUSTEE COMMITTEE REPORTS**
- 9. BOARD OF TRUSTEE/STAFF COMMENTS**
- 10. ADJOURNMENT**

NOTICE:

If you need an accommodation for a disability to enable you to fully participate in the hearing or meeting, please contact us at 524-3262 at least one week prior to the meeting. The Mayor and Trustees request that all cell phones be turned off or set to vibrate. Members of the audience are requested to step outside the Board Room to respond to or to conduct a phone conversation. A copy of the agenda packet can be found online at www.mesillanm.gov.

Posted 2/7/2020 at the following locations: Town Clerk's Office 2231 Avenida de Mesilla, Public Safety Building 2670 Calle de Parian, Mesilla Community Center 2251 Calle de Santiago, Shorty's Food Mart 2290 Avenida de Mesilla, Ristramn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.



**BOARD OF TRUSTEES
TOWN OF MESILLA
WORK SESSION
MONDAY, JANUARY 27, 2020
5:30 P.M.**

- TRUSTEES:** Nora L. Barraza, Mayor
Stephanie Johnson-Burick, Mayor Pro Tem
Carlos Arzabal, Trustee
Jesus Caro, Trustee
Veronica Garcia, Trustee
- STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
Lawrence Shannon, Community Development Coordinator
- PUBLIC:** Susan Krueger

1. Discussion: Revision to Chapter 18.35 H-R – Residential – Cultural – Historical Zone Ordinances – *Cynthia Stoechner-Hernandez, Clerk/Treasurer.*

Suggested changes discussed:

- Changing setbacks to 7 feet.
- No zero lot lines permitted.
- How to regulate the population density in the Town.

Closed Work Session at 5:53 p.m.

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**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR MEETING
MONDAY, JANUARY 27, 2020
6:00 P.M.**

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TRUSTEES: Nora L. Barraza, Mayor
Stephanie Johnson-Burick, Mayor Pro Tem
Carlos Arzabal, Trustee
Jesus Caro, Trustee
Veronica Garcia, Trustee

STAFF: Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
Kevin Hoban, Fire Chief
Rod McGillivray, Public Works Director
Enrique Salas, Lieutenant
Lawrence Shannon, Community Development Coordinator
Dorothy Sellers, Special Events Coordinator

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PUBLIC: Susan Krueger Angela Rael
Rafael Geck Davie Salas
Kelly Salas William McIlvaine
Presciliana Sandoval Charles Madrid

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1. PLEDGE OF ALLEGIANCE

Mayor Barraza led the Pledge of Allegiance.

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2. ROLL CALL & DETERMINATION OF A QUORUM

Roll Call.

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Present: Mayor Barraza, Mayor Pro Tem Johnson-Burick, Trustee Arzabal, Trustee Caro, Trustee Garcia.

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3. CHANGES TO THE AGENDA & APPROVAL

Motion: To approve agenda, Moved by Trustee Arzabal, Seconded by Trustee Garcia.

38
39

Roll Call Vote: Motion passed (summary: Yes =4).

Mayor Pro Tem Johnson-Burick Yes

Trustee Arzabal Yes

Trustee Caro Yes

Trustee Garcia Yes

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4. PUBLIC INPUT – The public is invited to address the Board for up to 3 minutes.

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Ms. Krueger voiced concerns regarding a sandwich board sign on Avenida de Mesilla advertising Dr. Schaefer's business. She also noted that whoever cleared Mr. Kane's property took out the community ditch.

49
50

Ms. Sandoval voiced concerns regarding the Mercado. Musicians are loud and getting aggressive. The vendors don't mind helping with the proposed increased rates. Requests allowing vendors on the plaza

1 when there is a federal holiday on a Monday.

2
3 **5. CLOSED SESSION** – pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited
4 to personnel matters in the Marshal’s Department. – *Nora L. Barraza, Mayor.*

5 **Motion: To enter Closed Session – pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion**
6 **limited to personnel matters in the Marshal’s Department, Moved by Trustee Arzabal, Seconded by**
7 **Trustee Garcia.**

8
9 **Roll Call Vote:** Motion passed (summary: Yes =4).

10 Mayor Pro Tem Johnson-Burick Yes

11 Trustee Arzabal Yes

12 Trustee Caro Yes

13 Trustee Garcia Yes

14
15 Entered Closed Session at 6:10 p.m.

16
17 **Motion: To enter Regular Meeting after limited discussion to personnel matters in the Marshal’s**
18 **Department - pursuant to NMSA 1978 Chapter 10-15-1(H)(2), Moved by Trustee Arzabal,**
19 **Seconded by Trustee Garcia.**

20
21 **Roll Call Vote:** Motion passed (summary: Yes =4).

22 Mayor Pro Tem Johnson-Burick Yes

23 Trustee Arzabal Yes

24 Trustee Caro Yes

25 Trustee Garcia Yes

26
27 Entered Regular Meeting at 6:30 p.m.

28
29 **6. For Approval:** action on limited personnel matters following closed session relating to the
30 Marshal’s Department. – *Nora L. Barraza, Mayor.*

31 Mayor Barraza recommended Mr. Edward J. Lerma for the position of Town of Mesilla Marshal, with the
32 condition that his PERA is frozen during his employment, at beginning salary of \$53,000/year.

33
34 **Motion: To approve the hiring of Mr. Edward J. Lerma as Town of Mesilla Marshal with the**
35 **condition that his PERA is frozen during his employment, at beginning salary \$53,000/year, Moved**
36 **by Trustee Arzabal, Seconded by Trustee Caro.**

37
38 **Roll Call Vote:** Motion passed (summary: Yes =4).

39 Mayor Pro Tem Johnson-Burick Yes

40 Trustee Arzabal Yes

41 Trustee Caro Yes

42 Trustee Garcia Yes

43
44 **7. *APPROVAL OF CONSENT AGENDA – (The Board will be asked to approve by one**
45 **motion the following items of recurring or routine business. The Consent Agenda is**
46 **marked with an asterisk *):**

47 **Motion: To approve consent agenda, Moved by Trustee Arzabal, Seconded by Mayor Pro-Tem**
48 **Johnson-Burick.**

49
50
51 Trustee Caro requested removing item b from consent agenda for discussion.

1 Mayor Pro Tem Johnson-Burick requested removing item h from consent agenda for discussion.

2
3 Trustee Garcia noted a correction to the worksession minutes.

4
5 **Roll Call Vote:** Motion passed (**summary:** Yes =4).

6 Mayor Pro Tem Johnson-Burick Yes

7 Trustee Arzabal Yes

8 Trustee Caro Yes

9 Trustee Garcia Yes

10
11 **Amended Motion: To approve consent agenda as amended, Moved by Mayor Pro-Tem Johnson-**
12 **Burick, Seconded by Trustee Garcia.**

13
14 **Roll Call Vote:** Motion passed (**summary:** Yes =4).

15 Mayor Pro Tem Johnson-Burick Yes

16 Trustee Arzabal Yes

17 Trustee Caro Yes

18 Trustee Garcia Yes

19
20
21 a) * **BOT Minutes** – Minutes of a Work Session & Regular Meeting on January 13, 2020
22 *Approve consent agenda*

23 b) ***PZHAC Case 090681** - Submitted by Dave and Kelly Salas; a request to discuss plans to
24 construct an additional two dwellings on a property located on the north side of Calle del
25 Sur, adjacent to the east side of the property at 2138 Calle del Sur. (Case
26 060981) Zoned: Historic Residential (HR).

27 Trustee Arzabal asked if the Planning and Zoning Commission voted on the case.

28
29 Mayor Barraza responded the vote was 4 to 0 to approve.

30
31 Trustee Caro asked if the application for the additional 2 dwellings came in before the moratorium.

32
33 Mayor Barraza responded the applicant had been approved for 2 dwellings and prior to the moratorium
34 was put in place applied for an additional 2 dwellings.

35
36 **Motion: To approve PZHAC Case #090681 – submitted by Dave and Kelly Salas; a request to**
37 **discuss plans to construct an additional two dwellings on a property located on the north side of**
38 **Calle del Sur, adjacent to the east side of the property at 2138 Calle del Sur. Zoned: Historic**
39 **Residential (HR), Moved by Trustee Arzabal, Seconded by Trustee Caro.**

40
41 **Roll Call Vote:** Motion passed (**summary:** Yes =3, No =1).

42 Mayor Pro Tem Johnson-Burick Yes

43 Trustee Arzabal Yes

44 Trustee Caro No

45 Trustee Garcia Yes

46
47 c) ***PZHAC Case 060997** – 2685 Calle de Parian, submitted by William McIlvaine, a request
48 to install three new gates and privacy panels on an existing rock wall around a residential
49 property at this address. Zoned: Historical Residential (HR). *Approve consent agenda*

50 d) ***PZHAC Case 060999** - 2488 Calle de Guadalupe submitted by Joseph W. Foster, a
51 request for a zoning permit to paint a 5-foot-wide by 3-foot-high mural on a wall around the
52 commercial courtyard at this address. Zoned: Historical Commercial (HC). *Approve*

1 *consent agenda*

- 2 e) ***PZHAC Case 060995** – 1922 Calle de Cura, submitted by Nia Rucker; a request
3 for a zoning permit to allow the replacement of a bathroom window on a dwelling at
4 this address. Zoned: Historical Residential (HR). *Approve consent agenda*
- 5 f) ***PZHAC Case 060996** – 2424 Calle de Parian, submitted by Cecilia Quintana; a request
6 for a zoning permit to install five-foot high sections of “coyote” fencing at three locations
7 on the property for privacy. Zoned: Historical Residential (HR). *Approve consent agenda*
- 8 g) ***PZHAC Case 061000** – 2160 Calle del Norte, submitted by Gary Bell: a request for a
9 zoning permit to allow the installation of a horse fence for security along the west property
10 line abutting a ditch bank adjacent to the property. Zoned: Historical Residential (HR).
11 *Approve consent agenda*
- 12 h) ***PZHAC Case 060989** – 2930 La Mesilla Circle, submitted by William and Amy Abruzzi;
13 a request for a zoning permit to allow the construction of a 16-foot by 18-foot (224 square
14 foot) storage shed on a residential property at this address. Zoned: Historical Residential
15 (HR).

16 **Motion: To approve PZHAC Case 090689 – 2930 La Mesilla Circle, submitted by William and Amy**
17 **Abruzzi; a request for a zoning permit to allow the construction of a 16-foot by 18-foot (224 square**
18 **foot) storage shed on a residential property at this address. Zoned: Historical Residential (HR),**
19 **Moved by Mayor Pro-Tem Johnson-Burick, Seconded by Trustee Garcia.**

20
21 Mayor Pro Tem Johnson-Burick referred to the BOT action form.

22
23 Mr. Shannon responded the Planning and Zoning approved the construction size at 16 foot by 18 foot.

24
25 Trustee Caro asked about the height limitation.

26
27 Mr. Shannon responded the height is at 30 feet which is allowable in the area.

28
29 Mayor Barraza stated the board can decide if they want to change the height if they feel it is too high.

30
31 Trustee Arzabal stated they are asking for a 12 foot.

32
33 Trustee Garcia stated it would be 12 foot in the front and 11 foot in the back.

34
35 Mr. Shannon stated the highest 12 foot 6 inches.

36
37 **Roll Call Vote:** Motion passed (summary: Yes =4).

38 Mayor Pro Tem Johnson-Burick Yes

39 Trustee Arzabal Yes

40 Trustee Caro Yes

41 Trustee Garcia Yes

- 42
43 i) ***PZHAC Case 061001** – 2250 Calle de San Albino, submitted by Wendy Weir for “Agave
44 Artists”; a request for a sign permit to allow a hanging sign for an art gallery at this address.
45 Zoned: General Historical Commercial (HC). *Approve consent agenda*

- 46 j) ***PZHAC Case 061002** – 1701 Calle de Mercado #6, submitted by Jenna Emerick for
47 “Salon de Mesilla LLC”; a request for sign permit to allow a wall sign for beauty salon at
48 this address. Zoned: General Commercial (C). *Approved by consent agenda*

49
50 **8. NEW BUSINESS:**

1 a) **Input from residents** on changes you would like us to consider for the Historic Residential
2 Zone.

3 Ms. Krueger handed out her discussion points [attached].
4

5 b) **For Approval: Ordinance 2020-01:** An ordinance to be called chapter 10.15 – adopting
6 regulations for off-highway motor vehicles.

7 **Motion: To approve Ordinance 2020-01: An ordinance to be called Chapter 10.15 – adopting**
8 **regulations for off-highway motor vehicles, Moved by Trustee Arzabal, Seconded by Trustee Caro.**
9

10 **Roll Call Vote:** Motion passed (summary: Yes =4).

11 Mayor Pro Tem Johnson-Burick Yes

12 Trustee Arzabal Yes

13 Trustee Caro Yes

14 Trustee Garcia Yes
15

16 c) **For Discussion:** An ordinance revision to amend the rates for the Town of Mesilla Mercado
17 Vendors. – *Dorothy Sellers, Community Programs Coordinator.*

18 Ms. Sellers stated that vendors are currently paying \$100 for the space and \$35 for the licensing. She is
19 proposing it be increased a \$100 for the cost of the space making it \$235 annually.
20

21 Mayor Barraza stated Ms. Sellers looked at the City of Las Cruces Farmer’s Market fees which are \$130
22 per quarter and a \$25 membership fee in addition to the business license. We need to offset our expenses.
23

24 Trustee Arzabal stated it means a lot to have Ms. Sandoval come to the board with her support and
25 recommendations as she was one of the first to participate in the Mercado. He is concerned with vendors
26 violating parking regulations.
27

28 Ms. Sellers stated she is currently working on the rules and regulations so vendors are aware of what is in
29 place and will comply.
30

31 Mayor Barraza and Ms. Sellers met with the vendor captain to discuss issues a few weeks ago. We need
32 to make ensure rules and regulations are followed. She relies on the officers to ensure that the rules and
33 regulations are enforced. She will speak to staff regarding the federal holidays and see what is best for
34 the community.
35

36 Trustee Garcia mentioned there are vendors that are showing up on Sunday that have not paid for a
37 license. When would this go into effect?
38

39 Ms. Sellers responded our target date is for renewal of business licenses on March 15th.
40

41 Mayor Barraza stated staff will meet to discuss these issues. She is also concerned with how many
42 vendors park around the plaza.
43

44 Trustee Caro stated he is willing to go with the rate increase and look at Ms. Sandoval’s request.
45

1 Mayor Pro-Tem Johnson-Burick stated she does not support doubling the fees. She recommends doing it
2 in implements.

3

4 Mayor Barraza responded Harold, Mercado Captain, stated the vendors will support the increase.

5

6 **d) For Appointment:** A Mayor Pro-Tem to serve for one year pursuant to MTC 2.15.060. -
7 **Nora L. Barraza, Mayor.**

8 Trustee Caro nominated Trustee Arzabal as Mayor Pro-Tem for the Town of Mesilla.

9

10 Mayor Barraza stated due to the revision to the election act; this will be done in January from now on.

11

12 Mayor Pro-Tem Johnson-Burick stated she was going to nominate Trustee Garcia to continue the rotating
13 so that everyone gets the opportunity to serve.

14

15 **Motion: To approve Trustee Arzabal as Mayor Pro-Tem for the Town of Mesilla, Moved by**
16 **Trustee Caro, Seconded by Trustee Garcia.**

17

18 **Roll Call Vote:** Motion passed (summary: Yes =4).

19 Mayor Pro Tem Johnson-Burick Yes

20 Trustee Arzabal Yes

21 Trustee Caro Yes

22 Trustee Garcia Yes

23

24 **e) For Appointment:** a representative to serve on each of the following committees:

25 • Southwestern Area Workforce Development Board

26 • South Central Council of Governments, Inc.

27 • Lower Rio Grande Water Users Organization

28 • Metropolitan Planning Organization (MPO)

29 • South Central Regional Transit District (RTD)

30 • MPO Technical Advisory Committee

31 • MPO Bicycle Committee

32 See the attached appointment listing.

33

34 **Motion: To approve the appointment listing, Moved by Trustee Arzabal, Seconded by Trustee**
35 **Garcia.**

36

37 **Roll Call Vote:** Motion passed (summary: Yes =4).

38 Mayor Pro Tem Johnson-Burick Yes

39 Trustee Arzabal Yes

40 Trustee Caro Yes

41 Trustee Garcia Yes

42

43 **9. BOARD OF TRUSTEE COMMITTEE REPORTS**

44 Trustee Arzabal stated that the next CEO meeting will be in March in Elephant Butte.

45

46 **10. BOARD OF TRUSTEE/STAFF COMMENTS**

47 Chief Hoban stated there are several firefighters graduating from the Las Cruces Fire Academy on
48 January 31st at 2:00 p.m. at the Dona Ana Community College East Mesa campus.

49

1 Trustee Arzabal stated we are doing the right thing in soliciting public input for the Historic Zone.

2

3 Trustee Garcia stated the Mercado vendors are very pleased with Ms. Sellers.

4

5 Mayor Barraza congratulated Trustee Arzabal as Mayor Pro-Tem and thanked Trustee Johnson-Burick for
6 all her help this past year as Mayor Pro-Tem. She attended an amazing presentation at Rio Grande Prep
7 School on Rachel's Challenge on Friday. Thanked Lieutenant Salas for stepping up to the plate. She and
8 others will be going to the legislative session next week. Next Board of Trustees meeting will be on
9 February 10th; a worksession will be held prior to meeting to discuss the Historical Residential Ordinance.

10

11 **11. ADJOURNMENT**

12

13 **Unanimously voted to end the meeting at 7:10 p.m. (summary: Yes =4).**

13

APPROVED THIS 10th DAY OF FEBRUARY, 2020.

Nora L. Barraza
Mayor

ATTEST:

Cynthia Stoechner-Hernandez
Town Clerk/Treasurer

2020 LISTING OF APPOINTMENTS & COMMITTEES		
	Term (yrs.)	Expires
MAYOR PRO TEM		
	1	1/31/2021
Southwestern Area Workforce Development Board		
Chief Elected Officials		
Nora L. Barraza	2	1/31/2022
Carlos Arzabal (Alternate)	2	1/31/2022
SCCOG		
Nora L. Barraza	2	1/31/2022
Carlos Arzabal (Alternate)	2	1/31/2022
Lower Rio Grande Water Users Org.		
Jesus Caro	2	1/31/2022
Rod McGillivray	2	1/31/2022
Metropolitan Planning Organization		
Nora L. Barraza	2	1/31/2022
Stephanie Johnson-Burick	2	1/31/2022
Veronica Garcia	2	1/31/2022
South Central RTD		
Nora Barraza	2	1/31/2022
Veronica Garcia (Alternate)	2	1/31/2022
MPO Technical Advisory Committee		
Larry Shannon	2	1/31/2022
Rod McGillivray	2	1/31/2022
Sean Lucero	2	1/31/2022
MVMPO Bicycle Committee		
Ashleigh Curry	2	1/31/2022
Lance Shepan	2	1/31/2022
Board of Adjustments		
Stephanie Johnson-Burick	2	1/31/2022
Cesario Alvillar	1	1/31/2021
Yolanda Lucero	1	1/31/2021

BOT Meeting, 1/27/2020, suggestions for item 8 (a) , Thanks, Susan Krueger 1/27/2020

18.35 HR zone, Residential- Cultural-Historical Zone

First, I suggest removing all references to “Guidelines and Criteria for Preservation and Development” manual and replacing it with “Chapter 18.33 The Historic Preservation Ordinance.”

Second, I suggest providing additional, specific “Development Standards,” all in one place, regarding all construction in the HR zone.

There is a reference to a “development plan” at 18.35.020 Uses permitted. “Residential and related uses approved by the commission. . .and approval of a “development plan” (see MTC 18.50.030, which I couldn’t find).

Suggested specific development standards include:

Sidewalks. See code at 12.05.020;

Off street parking. See code at 18.60.170 C. 2. Parking Space Standards Residential Uses, HR Zone, Dwellings—Multifamily, two bedrooms or larger, requires three, 10 x20, off-street parking spaces per unit.

Lighting, see Code at...

Ponding, see Code at...

Screening of outdoor storage, see Code at....

Walls, fencing, hedges, see Coder at.....

Installation of Utility wires..

Inspections by Town of Mesilla: identify what are required and when

Third, other suggested considerations:

Re. Height limitations, reduce it below 30’ .

Heights of walls in the front yard setback in the HR zone, reduce from 6 to 4..what it used to be so that Architectural Style is visible.....use blinds, shutters, curtains for privacy.

Put side and rear yard setbacks at 5-7 feet regardless of building material to allow space to clean weeds, etc.

Note that adjustments to standards may be required in order to protect and promote the health, safety and welfare of the public

**BOT ACTION FORM
BUILDING PERMIT 060748
[PZHAC REVIEW – 2/3/20]
STAFF ANALYSIS**

(Decision was based on information presented during the Work Session)

Item:

Case 060748 – 2729 Calle de San Albino, submitted by Natalie B. Ogaz, a request for changes to an approved building permit to construct a new residence at this address. Zoned: Historic Residential (HR).

Staff Analysis:

The proposed work was discussed in the PZHAC Work Session held prior to this meeting. (Please refer to the information provided in the write-up for this item in the Work Session.)

If it is determined that the proposed changes to the plans will result in a dwelling that is historically and architecturally acceptable to the Town as proposed, or if an alternate solution is arrived at, then the request can proceed on the assumption that all requirements of the Code will be satisfied. The PZHAC should continue on to approve the request based on the Findings stated below.

If, on the other hand, it is determined that the proposed changes to the plans will not result in a dwelling that is historically and architecturally acceptable to the Town, and no other solution can be reached, then the PZHAC should either postpone the request further until the applicant can return with a proposal that meets the standards set forth by the PZHAC; or the PZHAC should deny the request based on the request not meeting any or all of the Findings as listed.

Estimated Cost: TBD

Consistency with the Code:

The PZHAC will need to determine that the dwelling will be consistent with the construction of dwellings in the HR zoning district. The PZHAC will also need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of constructing a new dwelling at this address.
- The PZHAC has determined that the proposed dwelling meets all applicable Code requirements.

PZHAC ACTION:

The PZHAC determined that the proposed changes to the plans originally approved would not be out of character with the nature of other structures in the area and voted 3 – 0 to recommend APPROVAL of this request to the BOT.

BOT OPTIONS:

1. Approve the application as recommended by the PZHAC.
2. Approve the application with conditions.
3. Reject the application.

BOT ACTION:

**PZHAC WORK SESSION
FEBRUARY 3, 2020
ITEM 1**

Submitted by Natalie B. Ogaz, a request to discuss changes to approved plans for the construction of a new dwelling at 2729 Calle de San Albino (**Case 060748**). Zoned: Historic Residential (HR)

The subject property is on the east side of Calle de San Albino between Calle de Cura and Calle de Santa Ana. One property, across Calle de San Albino the west, is currently vacant. The remaining properties surrounding the subject property are occupied by single family one story dwellings consisting of a variety of styles. One property a short distance away to the southeast (on Avenida de Mesilla) contains a restaurant.

This case was originally heard and approved by the PZHAC on August 6, 2018 (Case 060748). The plans approved at the time were for a dwelling that was about 1.5 feet lower than what was originally requested (see attached elevations) in order to be consistent with the surrounding development zone. The applicant has not yet started construction of the dwelling and has now decided that she would like to build the dwelling according to the original height requested (see original elevations attached). The applicant was informed by staff that this requested change would need to be reviewed by the PZHAC with final approval by the BOT to allow the change in height. The applicant would also like to change the plate glass windows shown in the elevations with multipaned French doors.

The proposed change to the approved plans was heard by the PZHAC at their regular Work Shop and meeting on January 21, 2020 and was tabled to allow the applicant to provide more information about the proposed windows to be used in place of those originally approved by the PZHAC. The applicant has provided additional information in this packet (see attached window diagram and photo of proposed window). The replacement windows will be 6'8" high by 2' wide multipaned French doors opening inward.

The subject property originally contained an adobe single family dwelling in poor condition. The applicant received a permit to demolish this structure on from the BOT on March 26 of this year. The proposed dwelling is a replacement of the original structure. (Photos of the original dwelling are attached.)

The property is about 0.122 acres (5,314 square feet) in size. All necessary utilities are available to the property. Access to the property is by Calle de San Albino. Off-street parking requirements (Section 18.60.170 - Parking requirements and fees) for the property require three off street spaces. (This does not include enclosed parking areas such as garages.) The proposed dwelling appears to be more of a "Ranch" style (details were not supplied by the applicant at the time of submission), and will consist of about 2300 square feet of total floor area (estimated from the drawing provided by the applicant), including four bedrooms and a one car garage. Construction will be wood frame with stucco, with a pitched roof. The maximum height of the structure will be under 30 feet. This will be under the maximum height of 30 feet in the HR zone. (The PZHAC will need to determine if the proposed height of the structure will be compatible with the heights of other structures in the area, not counting the structure immediately to the south.)

The PZHAC determined that although the proposed dwelling appeared to be a "Ranch" style, it did not appear to be similar in character to other dwellings in the area due to size and height. A second issue was that since the setback at the rear of the dwelling was under five feet, there could be no openings (doors, windows, etc.) in the rear wall, according to Tommy Maese, CID inspector. Also, the applicant was informed that the color of the metal roof would need to be either grey or red, the only two colors approved by the Town for metal or corrugated roofs.

The applicant has provided a new set of plans for the dwelling that addresses these concerns by lowering the roof height to 15 feet at the top of the ridge, and reconfiguring the back wall to meet Building Code requirements (see attached plans). Additionally, the applicant has provided a completed questionnaire for the "Ranch" style (attached).

The PZHAC will need to determine if the new design of the proposed dwelling structure is compatible with the development zone for the property. Since this construction is in a Historic zoning district, the following section of the Code applies:

18.33.080 Historical appropriateness permit.

A. Identification. A permit for a certificate of historical appropriateness shall be required before any of the following actions or work is undertaken: new construction, exterior alteration, demolition or removal. All work or acts of new construction or exterior alteration requiring a permit for a certificate of appropriateness shall comply with the design criteria established by the precedent styles within the development zone of the proposed work.

The applicant will be present at the work session to provide further details about the request and will be available to answer any questions that may arise.

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select S

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400390](#)

Parcel Number: 4006137322516

Owner: BUSTAMANTE IGNACIO &
NATALIA TRTEES BUSTAMANTE
FAMILY TRUST

Mail Address: 2300 W UNION

Subdivision:

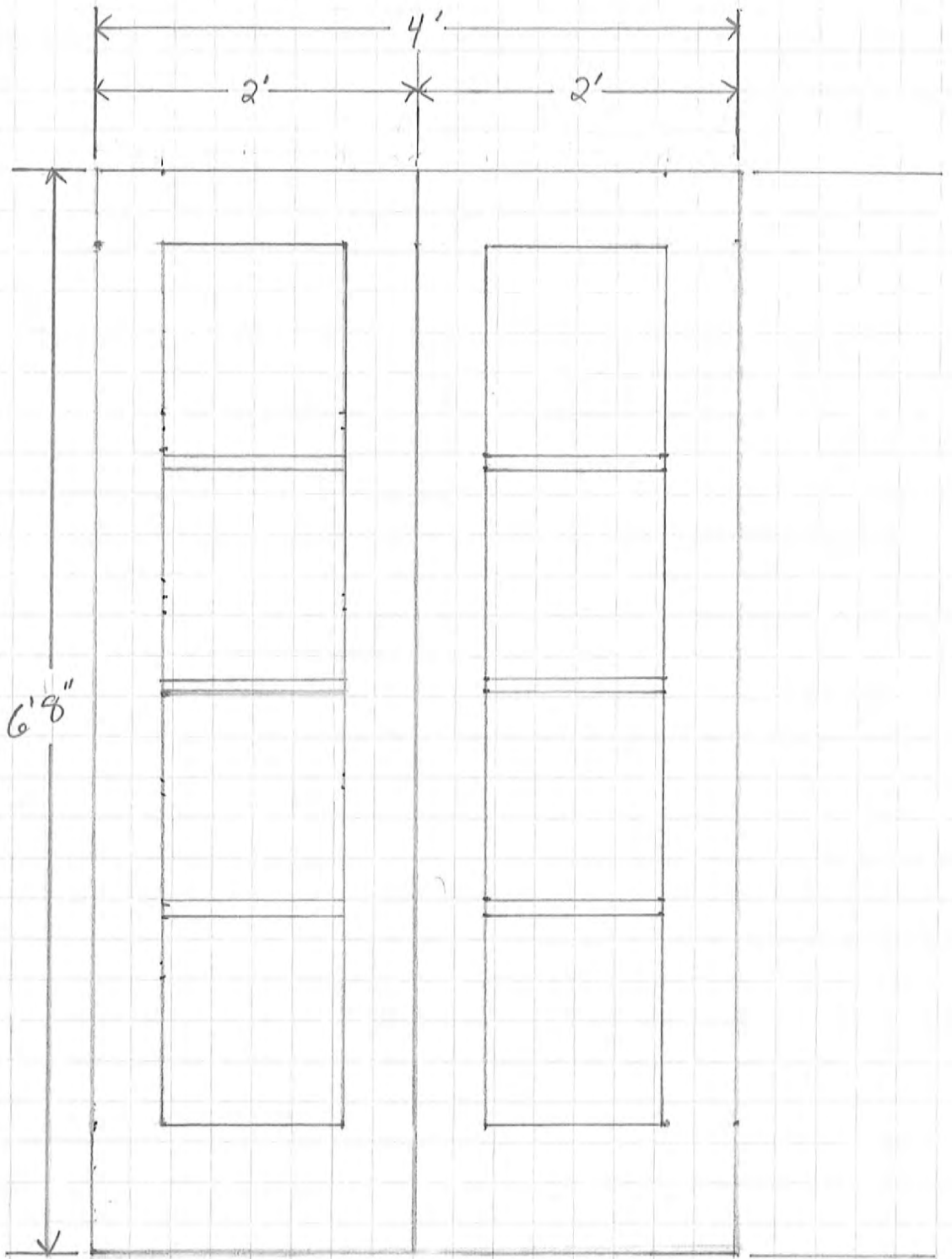
Property Address: 2729 CALLE DE
SAN ALBINO

Acres: 0.13000459



CASE 060748

PLANS CURRENTLY BEING REQUESTED



Rawson Builders Supply
Kevin Tyeu / Sales

1/4" tempered glass insulated clear

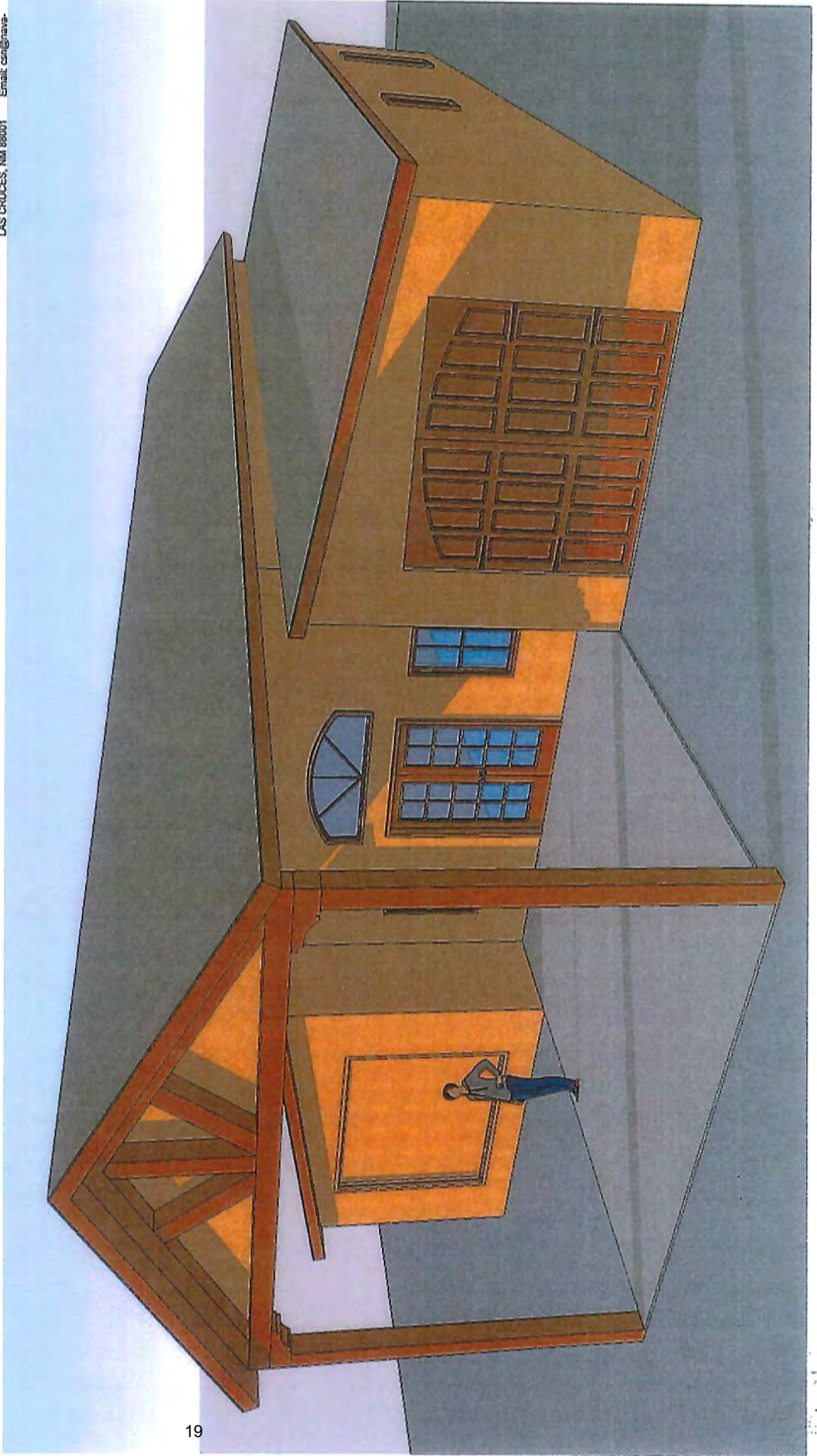
scale: 1" = 1'-0"

1 3/4" wood door

OGAZ RESIDENCE
CONCEPTUAL PERSPECTIVE

DRAWING BY
JAVA TECH INC.
AND ASSOCIATES
CONSTRUCTION PLAN PRODUCTION & COORDINATION

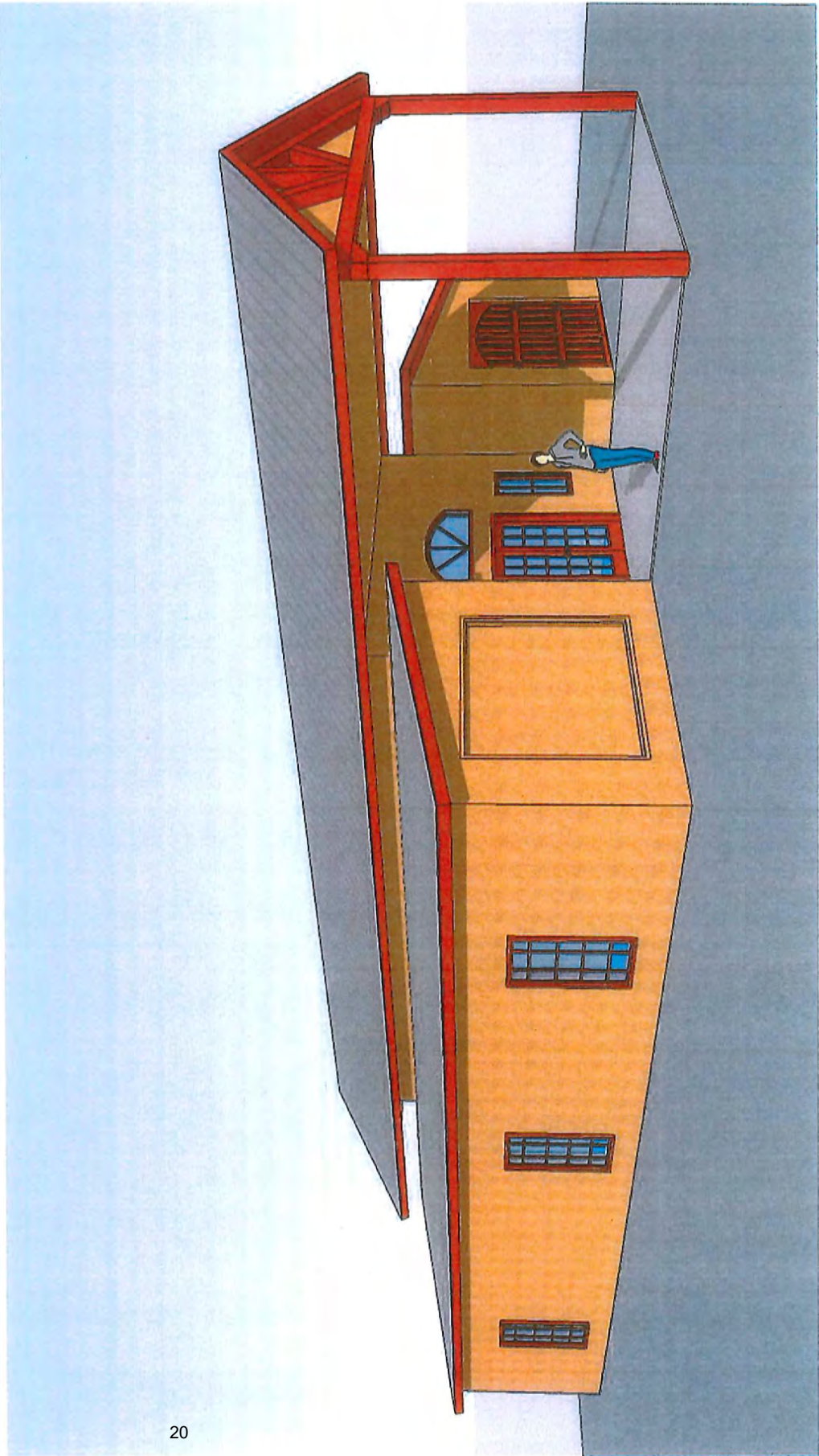
1615 S. SOLANO DR.
LAS CRUCES, NM 88001 Email: csn@java-



**OGAZ RESIDENCE
CONCEPTUAL PERSPECTIVE**



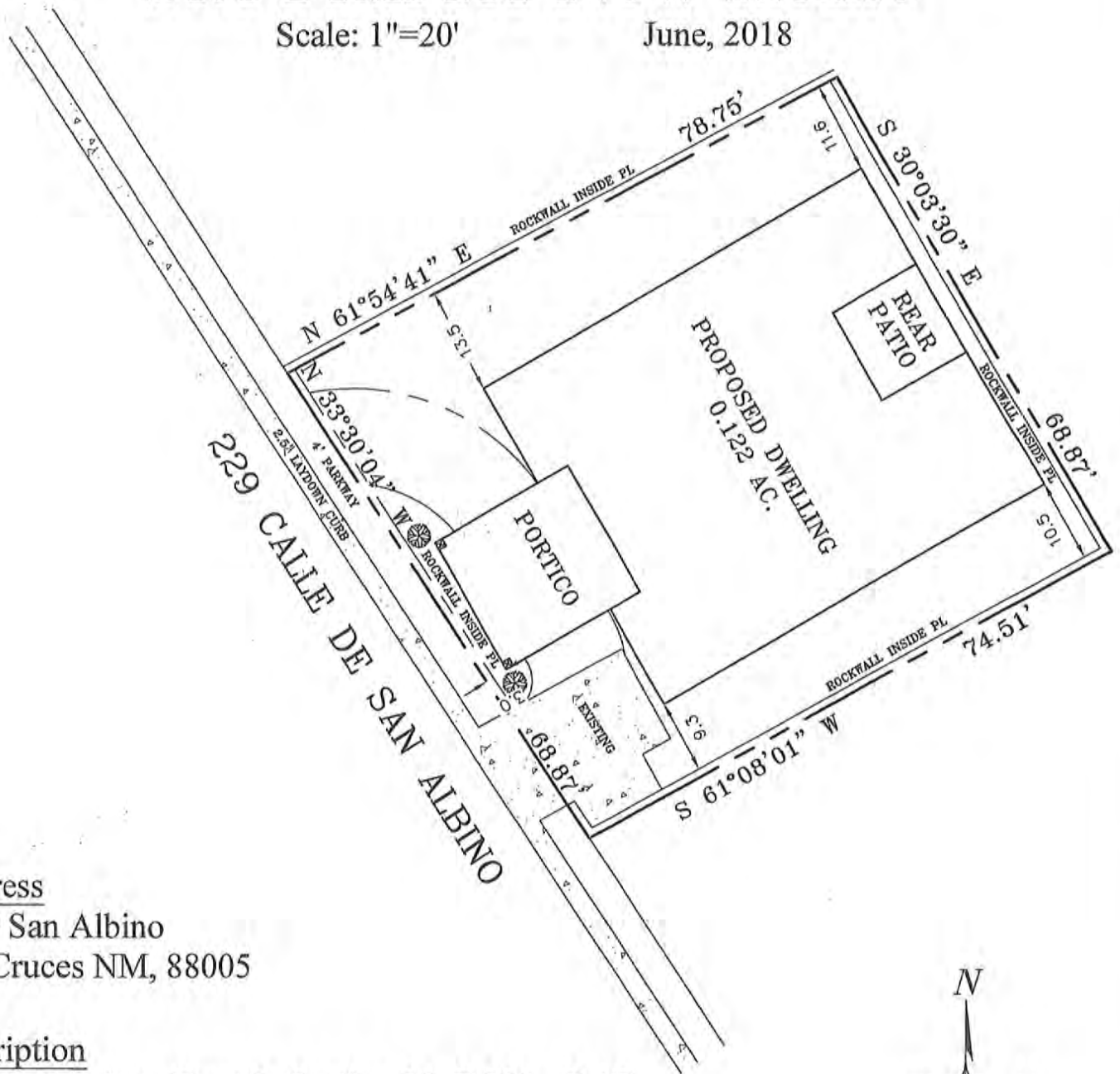
1615 S. SOLANO DR.
LAS CRUCES, NM 88001 Email: cm@na



Site Plan for New Home

Scale: 1"=20'

June, 2018



Address

2729 San Albino
Las Cruces NM, 88005

Description

On A 0.122 Acre Tract In Section 25, T.23S., R.1E.,
N.M.P.M. Of The U.S.R.S. Surveys Being U.S.R.S.
Tracts 11-5A & 11A-5B
Town Of Mesilla
Dona Ana County
New Mexico

Drafting By:



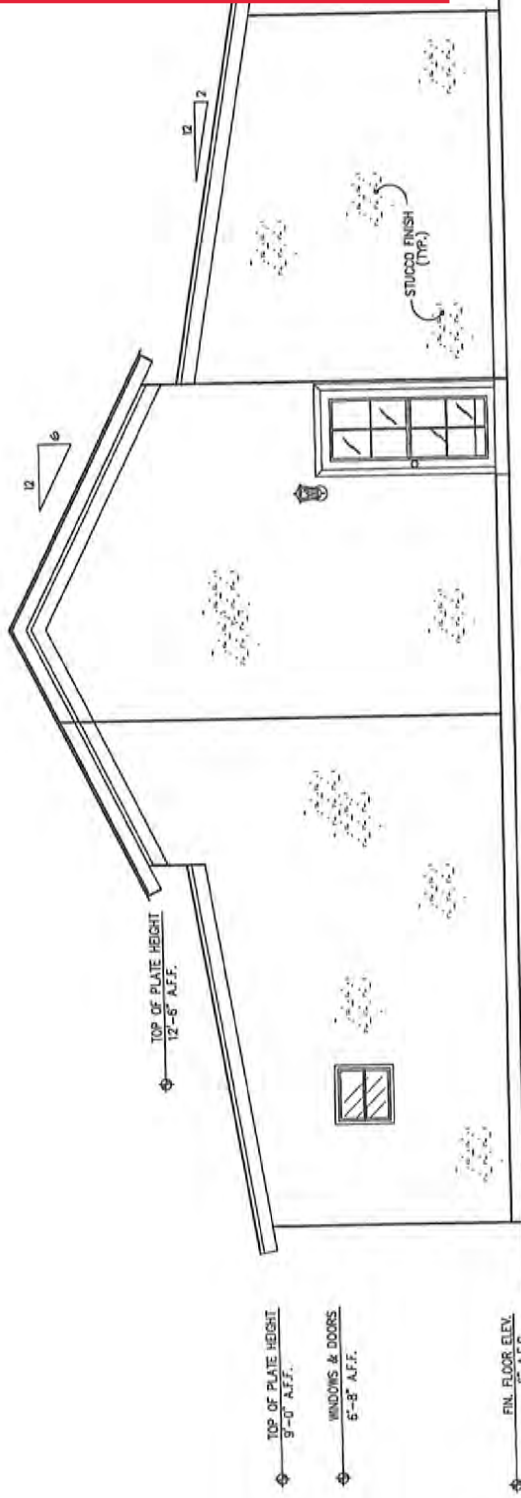
1615 S. Solano Dr.
Las Cruces, NM 88001
Office: (575) 541-5050

Fax: (575) 522-6060
Email: csn@nava-techinc.com



SCALE: 1" = 20'

CURRENTLY REQUESTED



REAR ELEVATION

SCALE: 3/16" = 1'-0"

TOP OF PLATE HEIGHT
12'-6" A.F.F.

TOP OF PLATE HEIGHT
9'-0" A.F.F.

FIN. FLOOR ELEV.
8' A.F.F.

LEFT ELEVATION

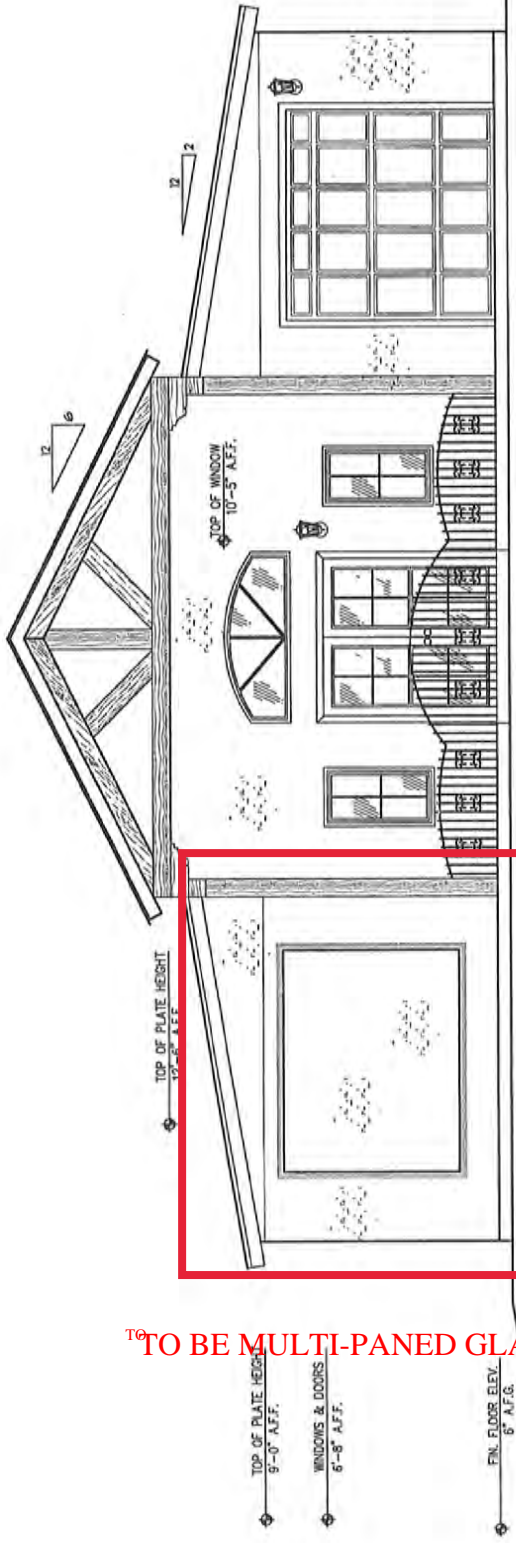
SCALE: 3/16" = 1'-0"



CONSTRUCTION PLAN PRODUCTS

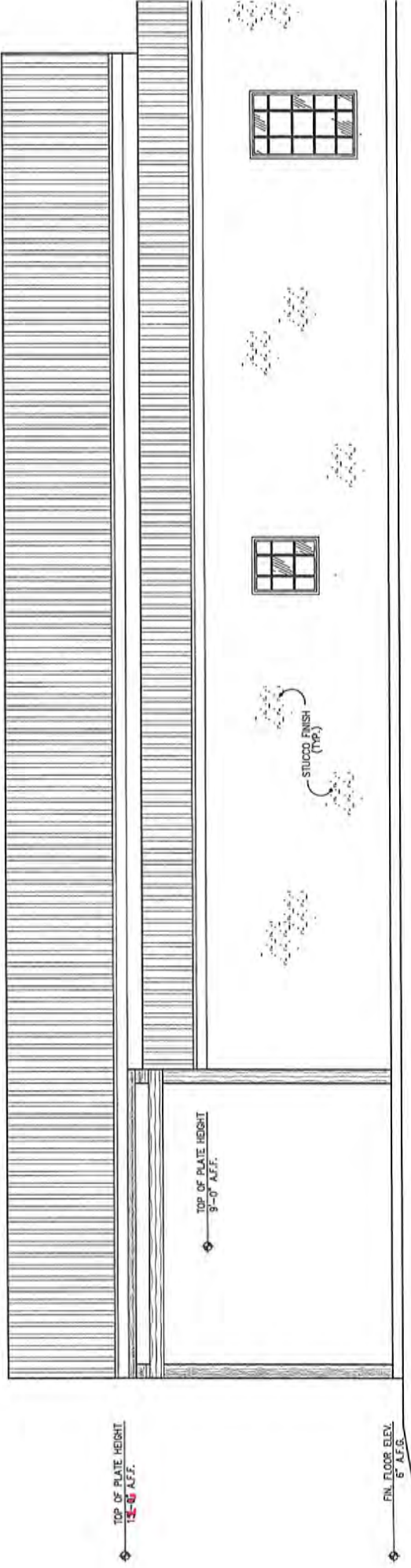
1615 S. Solano Dr.
Las Cruces, NM 88001
Office: (575) 341-5058

CURRENTLY REQUESTED



TO BE MULTI-PANED GLASS

FRONT ELEVATION
SCALE: 3/16" = 1'-0"



RIGHT ELEVATION
SCALE: 3/16" = 1'-0"



1615 S. Solano Dr.
Las Cruces, NM 88001
Office: (575) 541-5050

CASE 060748

PLANS THAT WERE APPROVED BY THE PZHAC

AUGUST 6, 2018

Site Plan for New Home

Scale: 1"=20'

July, 2018

Owners

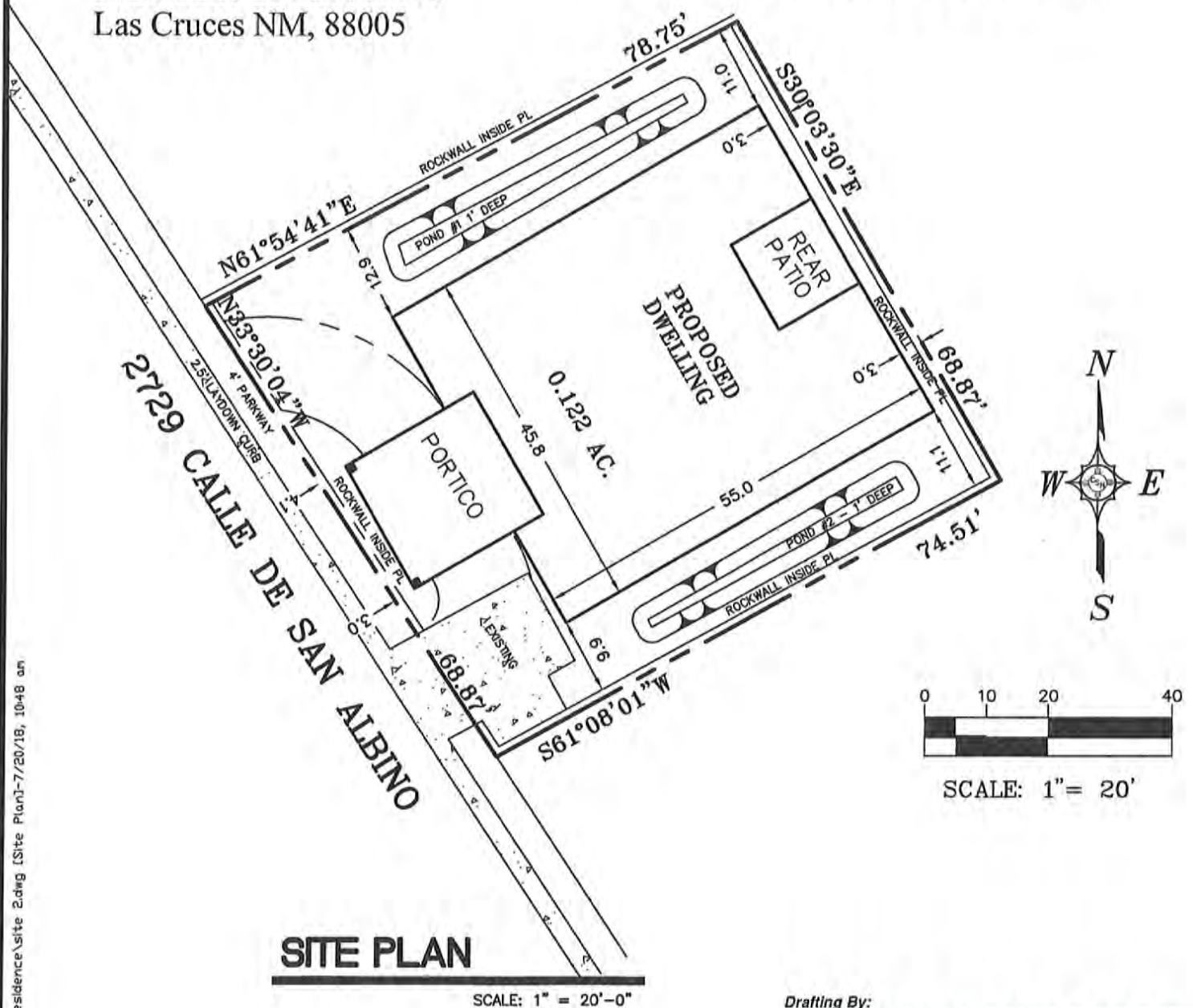
Richard & Natalia Ogaz
2729 Calle de San Albino
Las Cruces NM, 88005

Address

2729 Calle de San Albino
Las Cruces NM, 88005

Description

On A 0.122 Acre Tract In Section 25,
T.23S., R.1E., N.M.P.M. Of The
U.S.R.S. Surveys Being U.S.R.S. Tracts
11-5A & 11A-5B Town Of Mesilla
Dona Ana County New Mexico



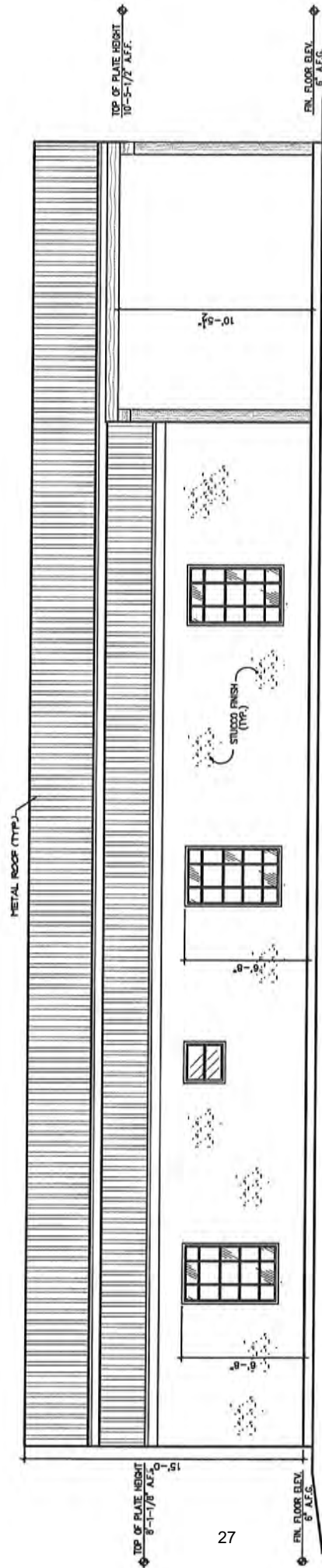
Z:\2018\18-044 Ogaz Residence\site 2.dwg (Site Plan)-7/20/18, 10:48 am

Drafting By:



1615 S. Solano Dr.
Las Cruces, NM 88001

Office: (575) 541-5050
Email: csn@nava-techinc.com

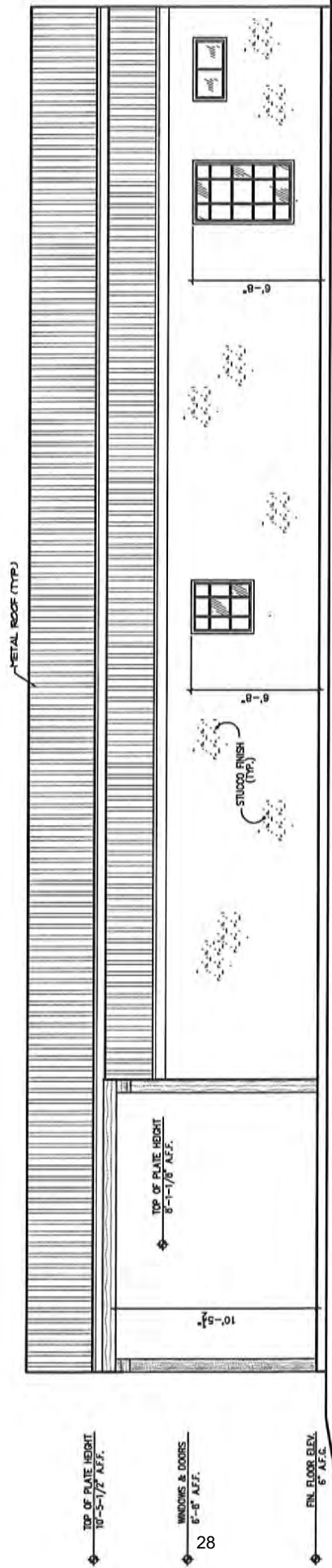


RIGHT ELEVATION

SCALE: 1/8" = 1'-0"

NAVA TECH INC.
AND ASSOCIATES
 CONSTRUCTION PLAN PRODUCTION & COORDINATION

1615 S. Solano Dr.
 Las Cruces, NM 88001
 Office: (575) 541-5050
 Fax: (575) 522-6060
 Email: csn@nava-techinc.com



TOP OF PLATE HEIGHT
10'-5 1/2" A.F.F.

WINDOWS & DOORS
6'-8" A.F.F.

FIN. FLOOR ELEV.
6" A.F.S.

TOP OF PLATE HEIGHT
8'-1 1/8" A.F.F.

10'-5 1/2"

8'-0"

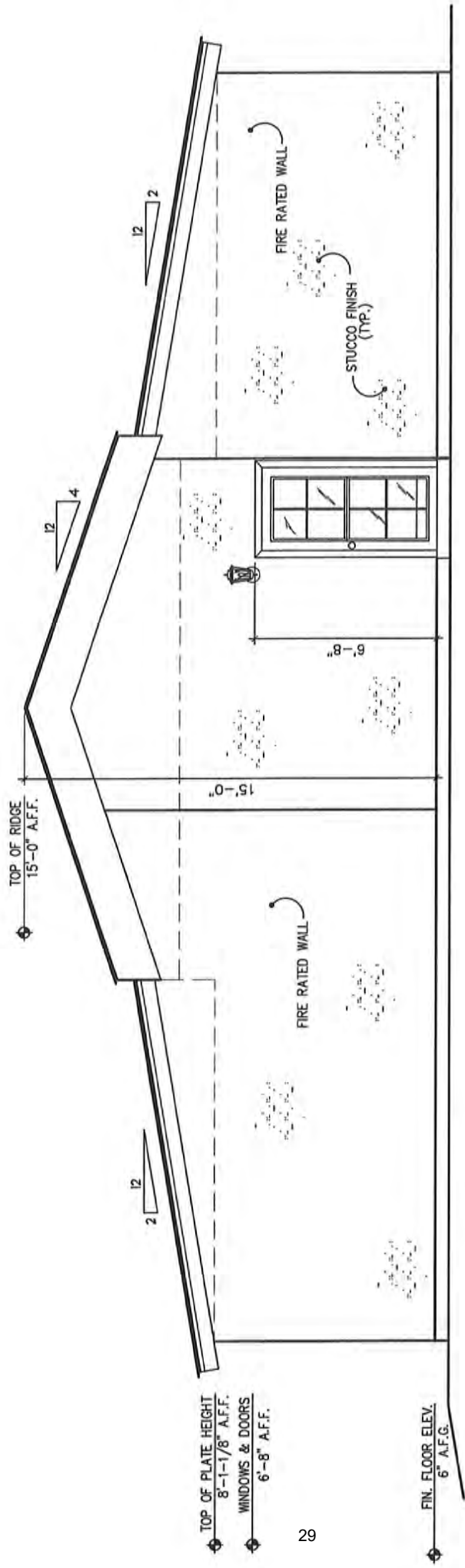
8'-0"

RIGHT ELEVATION

SCALE: 1/8" = 1'-0"

NAVA TECHINC.
AND ASSOCIATES
CONSTRUCTION PLAN PRODUCTION & COORDINATION

1615 S. Solano Dr.
Las Cruces, NM 88001
Office: (575) 541-5050
Fax: (575) 522-6060
Email: csn@nava-techinc.com



REAR ELEVATION

SCALE: 3/16" = 1'-0"

TOP OF PLATE HEIGHT
8'-1-1/8" A.F.F.

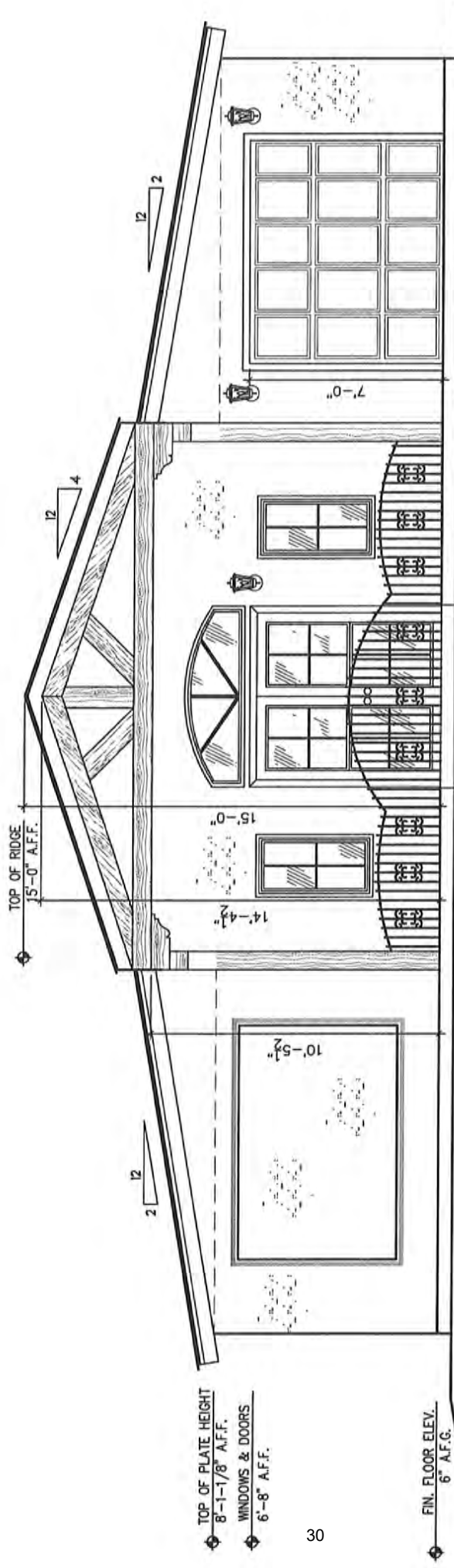
WINDOWS & DOORS
6'-8" A.F.F.

FIN. FLOOR ELEV.
6" A.F.G.

NAVA TECHINC.
AND ASSOCIATES
 CONSTRUCTION PLAN PRODUCTION & COORDINATION

1615 S. Solano Dr.
 Las Cruces, NM 88001
 Office: (575) 541-5050

Fax: (575) 522-6060
 Email: csn@nava-techinc.com



FRONT ELEVATION

SCALE: 3/16" = 1'-0"

NAVA TECH INC.
AND ASSOCIATES
 CONSTRUCTION PLAN PRODUCTION & COORDINATION

1615 S. Solano Dr.
 Las Cruces, NM 88001
 Office: (575) 541-5050
 Fax: (575) 522-6060
 Email: csn@nava-techinc.com

PHOTO OF SUBJECT PROPERTY



PHOTOS OF THE DWELLING BEING REPLACED



PHOTOS OF OTHER DWELLINGS IN THE AREA



PHOTOS OF OTHER DWELLINGS IN THE AREA



PHOTOS OF OTHER DWELLINGS IN THE AREA



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR
 OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060748

Fee \$ 237.00 (TOD)

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 060748 ZONE: UR CODE: NR APPLICATION DATE: 7/9/18

Name of Applicant/Owner: Natalie B Ogas Applicant's Telephone Number: 575 680 8864
 Applicant's/Owner's Mailing Address: P.O. Box 457 City: Mesilla State: NM Zip Code: 88046

Applicant's/Owner's E-mail Address: _____
 Contractor's Name & Address (If none, indicate Self): 2729 Calle de San Albino Cross Town Contractor

Contractor's Telephone Number: _____ Contractor's Tax ID Number: _____ Contractor's License Number: _____
 Address of Proposed Work: 2729 Calle de San Albino
 Description of Proposed Work: new house

Estimated Cost: \$2001.00 (TOD (150000 City)) Signature of Applicant: Natalie B Ogas Date: Jun 25, 2018
 Signature of property owner if applicant is not the property owner: _____

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and BOT before issuance of a building permit. Recorded proof of ownership with legal description of property (deed or current tax bill) along with verification of legally subdivided status of the property are required. **Plan sheets are to be no larger than 11 x 17 inches.**

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval BOT Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

FIRE INSPECTION/APPROVAL REQUIRED: ___ YES ___ NO ___ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: ___ YES ___ NO ___ SEE CONDITIONS

CONDITIONS: _____

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

This Application will include the following, if checked:

1. ___ Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was legally subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
2. ___ Site Plan with dimensions and details.
3. ___ Proof of legal access to the property.
4. ___ Drainage plan.
5. ___ Architectural style and color scheme – diagrams or elevations (Historical and commercial zones only).
6. ___ Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
7. ___ Other information as necessary or required by the City Code or Community Development:

BOT ACTION FORM
ZONING PERMITS 061010
[PZHAC REVIEW –2/3/20]
STAFF ANALYSIS

(Decision was based on information presented during the Work Session)

Items:

Case 061010 – 2305 Calle de Colon, submitted by Gerard Nevarez; a request for a zoning permit to allow the addition of a privacy panel to a rock wall at the rear of a residential property at this address. Zoned: Historical Residential (HR)

Staff Analysis:

The proposed work was discussed in the PZHAC Work Session held prior to this meeting. (Please refer to the information provided in the write-up for this item in the Work Session.)

If it is determined that the proposed change to the wall will be acceptable for the zoning of the property, or if an alternate solution is arrived at, then the request can proceed on the assumption that all requirements of the Code will be satisfied. The PZHAC should continue on to approve the request based on the Findings stated below.

If, on the other hand, it is determined that the proposed change to the wall will not be acceptable to the zoning of the property, and no other solution can be reached, then the PZHAC should either postpone the request further until the applicant can return with a proposal that meets the standards set forth by the PZHAC; or the PZHAC should deny the request based on the request not meeting any or all of the Findings as listed.

Estimated Cost: @ \$1,200.00

Consistency with the Code:

The PZHAC will need to determine that the proposed work, when finished, will be consistent with the zoning requirements for this property. Additionally, the PZHAC will also need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

Findings that need to be made:

- The PZHAC has jurisdiction to review and recommend approval of this request to the BOT.
- The proposed work consists of adding a privacy panel and gates to an existing rock wall at the rear of a residential property at this address.
- The PZHAC has determined that the proposed work meets all applicable Code requirements.

PZHAC ACTION:

The PZHAC determined that the proposed privacy panel would not meet the code due to the increased height of the wall to over six feet, and voted 3 – 0 to recommend APPROVAL of the request privacy panel with the following CONDITION:

The panel should be attached to an existing structure that is separate from the fence.

BOT OPTIONS:

1. Approve the application as recommended by the PZHAC.
2. Approve the application with conditions.
3. Reject the application.

BOT ACTION:

**PZHAC WORK SESSION
FEBRUARY 3, 2020
ITEM 3**

Submitted by Gerard Nevarez; a request to discuss plans to add a privacy panel to a rock wall at the rear of his property at 2305 Calle de Colon. Zoned: Historical Residential (HR) (**Case 061010**)

Currently, the property is surrounded by a rock wall that is about 4-1/2 to 5 feet in height. This wall separates the subject property from the property to the south. The neighboring property currently has a dwelling that is under construction that is about 3 – 5 feet from the wall on the other side. Several windows look out into the applicant's patio (see attached photo). The applicant would like to install a 10 foot long by about 2-1/2 foot deep decorative iron panel (see attached diagram) on top of part of the existing wall. The wrought iron panel is generally open.

The PZHAC will need to determine that the fence will be consistent with Chapters 18.33 (Historic Preservation) and 18.35 (HR-Residential Cultural Historic zone) of the Code.

18.33.080 Historical appropriateness permit.

- A. Identification. A permit for a certificate of historical appropriateness shall be required before any of the following actions or work is undertaken: new construction, exterior alteration, demolition or removal. All work or acts of new construction or exterior alteration requiring a permit for a certificate of appropriateness shall comply with the design criteria established by the precedent styles within the development zone of the proposed work.

18.35.030 Exterior appearance.

An application for a permit which would authorize construction, modification, moving or destruction which would affect the exterior appearance of any structure, sign, or other improvement affecting use or function must first be approved by the commission. [Ord. 94-06 § 1; prior code § 11-2-11.4.C]

18.60.340 Wall, fence, or hedge.

A. Height (see illustration in Appendix A).

- 1. A six-foot maximum height above ground surface level shall be permitted on any part of the required setbacks of front yards or side yards abutting a street in H-R and H-C zones; provided, such wall, fence or hedge is in accord with subsections (D) and (G) of this section.

The PZHAC will also need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

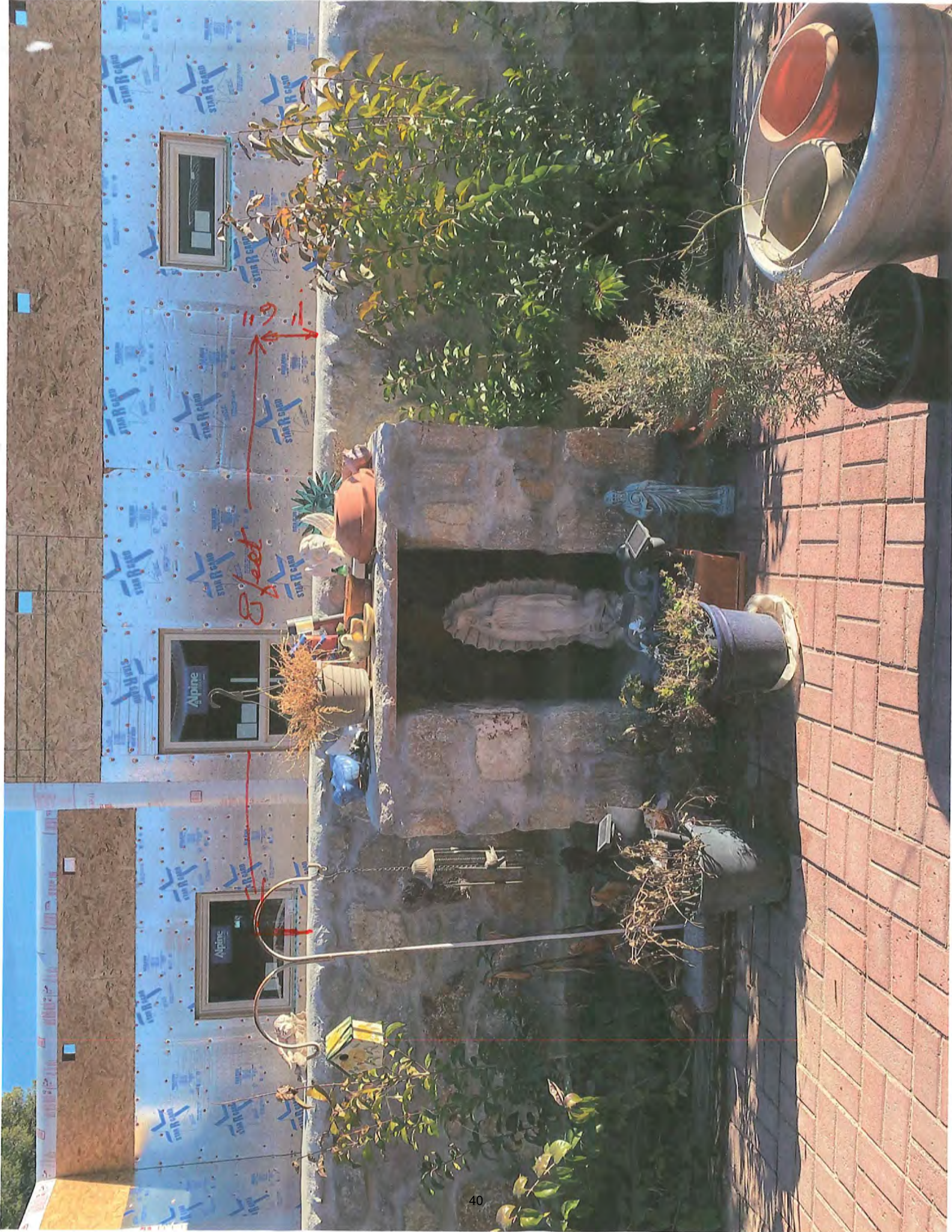
The applicant will be present at the work session to provide further details about the proposed privacy panel; and will be available to answer any questions that may arise.

PHOTO OF THE SUBJECT DWELLING FROM CALLE DE COLON



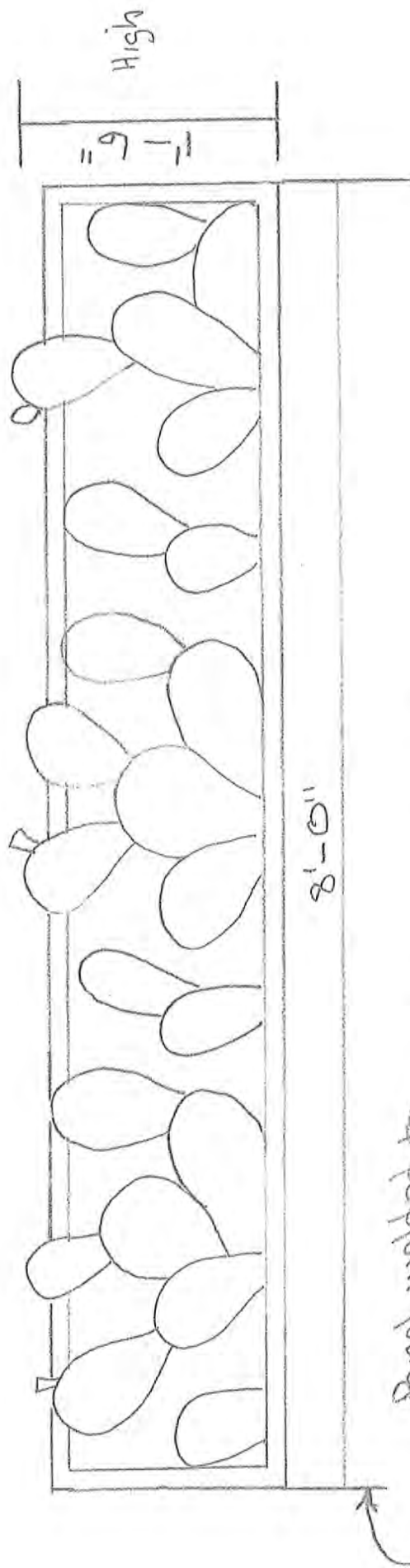
PHOTO OF THE NEIGHBORING DWELLING AND ROCK WALL





Date: 1-17-2020

Drawing For: Jerry Nevarez
2305 Calle De Colon
Mesilla, NM 88048



Drawn By: Adam Perez
Ironworks Unlimited
635-9402

**TOWN OF MESILLA
ZONING APPROVAL**
PERMISSION TO CONDUCT WORK
OR
OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 061010

Fee \$ 11.10

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 061010 ZONE: HR CODE: M1 APPLICATION DATE: 1/27/22

Gerard Nevarez 575.642.3938
Name of Applicant/Owner Applicant's Telephone Number

PO Box 1102 Mesilla NM 88046
Applicant's/Owner's Mailing Address City State Zip Code

mesilla3@aol.com
Applicant's/Owner's E-mail Address

Adam Perez
Contractor's Name & Address (If none, indicate Self)

635 9402 Contractor's Telephone Number
Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2305 Calle de Colon

Description of Proposed Work: Install 8' by 11'6" Nopal Panel on wall between my house and neighbor's house (see attached)

\$200 Estimated Cost
[Signature] Signature of Applicant
01.27.20 Date

Signature of property owner if applicant is not the property owner: _____

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and BOT before issuance of a building permit. Recorded proof of ownership with legal description of property (deed or current tax bill) along with verification of legally subdivided status of the property are required. **Plan sheets are to be no larger than 11 x 17 inches.**

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

FIRE INSPECTION/APPROVAL REQUIRED: ___ YES NO ___ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: ___ YES NO ___ SEE CONDITIONS

CONDITIONS: PZHAC REVIEW & BOT APPROVAL REQ'D

PERMISSION ISSUED/DENIED BY: _____ **ISSUE DATE:** _____

- This Application will include the following, if checked:
1. ___ Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was legally subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
 2. ___ Site Plan with dimensions and details.
 3. ___ Proof of legal access to the property.
 4. ___ Drainage plan.
 5. ___ Architectural style and color scheme – diagrams or elevations (Historical and commercial zones only).
 6. ___ Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
 7. ___ Other information as necessary or required by the City Code or Community Development:



**NOTICE OF PUBLIC HEARING & INTENT TO RECOMMEND ADOPTION
OF ORDINANCE 2020-03: AN ORDINANCE TO BE NAMED CHAPTER 10.20 -
ADOPTING A SOCIAL HOST ORDINANCE**

The Board of Trustees (BOT) will hold a public hearing on **Monday, February 10, 2020 at 6:00 p.m.** in the board room of the Mesilla Town Hall, 2231 Avenida de Mesilla. The purpose of the hearing was to take public comments on the proposed ordinance 2020-03: **AN ORDINANCE TO BE NAMED CHAPTER 10.20 -ADOPTING A SOCIAL HOST ORDINANCE.**

As part of their regularly scheduled meeting on **Monday, February 24, 2020 at 6:00 p.m.**, the BOT will consider recommending the adoption of ordinance 2020-03: **AN ORDINANCE TO BE NAMED CHAPTER 10.20 -ADOPTING A SOCIAL HOST ORDINANCE.** Copies of the proposed ordinance change can be found on the Town of Mesilla website www.mesillanm.gov or by calling (575) 524-3262.

Posted on 1/27/2020 on the following locations: Town Clerk's Office 2231 Avenida de Mesilla, Public Safety Building 2670 Calle de Parian, Mesilla Community Center 2251 Calle de Santiago, Shorty's Food Mart 2290 Avenida de Mesilla, Ristrammn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.

TOWN

OF

MESILLA

SOCIAL HOST

ORDINANCE

TOWN OF MESILLA, NM

I. **Definitions**

The terms used in this chapter have the meaning expressly provided herein.

(a) An “**Adult**” is any person over the age of twenty-one (21) years.

(b) An “**Alcoholic Beverage**” includes any liquid or solid material intended to be ingested by a person which contains ethanol, also known as ethyl alcohol, drinking alcohol, or alcohol, including but not limited to, intoxicating liquor, malt beverage, beer, wine, spirits, liqueur, whiskey, rum, vodka, cordials, gin, and brandy, and any mixture containing one or more alcoholic beverages whether found or ingested separately or as a mixture.

(c) A “**Controlled Substance**” is a drug or substance the possession and use of which is regulated under The Federal Comprehensive Drug Abuse Prevention and Control Act more commonly known as the Federal Controlled Substances Act 1971. Such term does not include any drug or substance for which the individual found to have consumed such substance has a valid prescription issued by a licensed medical practitioner authorized to issue such a prescription.

(d) A “**Family Gathering**” is a gathering where each underage person present is directly supervised by his or her parent or legal guardian.

TOWN OF MESILLA, NM

- (e) A “**Legal Guardian**” is a person who is lawfully vested with the power and charged with the duty of taking care of an under aged person.
- (f) An “**Underage Person**” is any person under the age of twenty-one (21) years.
- (g) A “**Parent**” includes any person who is a natural parent, and adoptive parent, a foster parent, or a step-parent.
- (h) A “**Private Residence** or other Private Property” means a home, yard, apartment, condominium, or other dwelling unit, or a hall or meeting room, whether occupied on a temporary or permanent basis, whether occupied as a dwelling, party or other social function, and whether owned, leased, rented or used with or without compensation, including contiguous properties, and/or any buildings, structures or other improvements situated thereon or affixed thereto.
- (i) A “**Reasonable Costs**” means the salaries of the responding Deputy Marshal’s, Fire personnel or other Town of Mesilla personnel, at the salary then in effect for each of the individual Deputy Marshal, Firefighter or Town of Mesilla personnel, for the amount of time actually spent in responding to or remaining on scene of an incident, or investigating the

TOWN OF MESILLA, NM

gathering or incident; the cost of repairing any damaged Town of Mesilla equipment or property, the cost of towed vehicles, the cost of the Fire Department vehicle or apparatus, and the cost of court overtime associated directly with the incident.

(j) A “**Responsible Person**” means a person with a right of possession in the private residence or other private property on which an underage or unruly gathering is conducted, including, but not limited to:

- i. The person who owns, rents, leases or otherwise has a direct control of the premises where the underage or unruly gathering occurs;
- ii. A tenant or lessee of the residence or other private property
- iii. Any other person in charge of the private residence or other private property; and
- iv. The person who organizes or supervises or conducts the event or any other person(s) accepting the responsibility for any such gathering.

(k) An “**Underage Gathering**” means a party or gathering of two or more persons at a private residence or other private property at which alcoholic beverages are being furnished to, consumed by, or in possession of any underage person(s).

TOWN OF MESILLA, NM

(l) An “**Unruly Gathering**” means a party or gathering of two or more persons at a private residence or other private property where conduct is occurring that constitutes a substantial disturbance of the public peace.

Such conduct includes but is not limited to:

- i. Unlawful consumption of alcohol or alcoholic beverages;
- ii. Use of a controlled substance by any person(s) at the gathering;
- iii. Excessive or unreasonable noise as defined by MTC 9.10.070
- iv. Obstruction of public streets and/or the presence of unruly crowds which have spilled into the public streets.
- v. Vandalism
- vi. Litter or
- vii. Any other conduct which constitutes a threat to the public health, safety, general welfare of residential property of the Town of Mesilla.

An unruly gathering shall constitute a public nuisance.

II. Violations

(a) It shall be a petty misdemeanor for any responsible person to engage, conduct, aid, allow permit, or condone an underage or unruly gathering, at

TOWN OF MESILLA, NM

any private residence, other private property, public place or any place open to the public.

- (b) This section shall not apply to conduct involving the serving of alcoholic beverages which occurs exclusively between an underage person and his or her parent or legal guardian, as pursuant to New Mexico State Statute, Chapter 60 Section 7B-1 of NMSA 1978.

III. Mandatory Penalties

- (a) First violation: \$250.00 fine.
- (b) Second violation within a twelve (12) month period: \$500.00
- (c) Third and any subsequent violations within a twelve (12) month period: \$500.00 fine and or up to ninety (90) days in jail.

IV. Recovery of Response Costs

- (a) When the Mesilla Marshal's, Mesilla Fire and/or Town of Mesilla Emergency employees to include public works, which is responding to a Social Host Ordinance violation with a given address within the Town of Mesilla boundaries, the responsible person(s) in direct control of those premises remains responsible for, jointly and severally liable for the Town of Mesilla's reasonable cost for each response.
- (b) These cost are wholly separate from any other penalties imposed for any violation of this section. The Town of Mesilla may pursue to recover these costs under a separate action as permitted by law.

TOWN OF MESILLA, NM

V. **Severability**

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this title.

DRAFT



**NOTICE OF PUBLIC HEARING & INTENT TO RECOMMEND ADOPTION
OF ORDINANCE 2020-04: REVISING ORDINANCE 12.15 USE OF PLAZA**

The Board of Trustees (BOT) will hold a public hearing on **Monday, February 10, 2020 at 6:00 p.m.** in the board room of the Mesilla Town Hall, 2231 Avenida de Mesilla. The purpose of the hearing was to take public comments on the proposed ordinance **2020-04: REVISING ORDINANCE 12.15 USE OF PLAZA.**

As part of their regularly scheduled meeting on **Monday, February 24, 2020 at 6:00 p.m.**, the BOT will consider recommending the adoption of ordinance **2020-04: REVISING ORDINANCE 12.15 USE OF PLAZA.** Copies of the proposed ordinance change can be found on the Town of Mesilla website www.mesillanm.gov or by calling (575) 524-3262.

Posted on 1/27/2020 on the following locations: Town Clerk's Office 2231 Avenida de Mesilla, Public Safety Building 2670 Calle de Parian, Mesilla Community Center 2251 Calle de Santiago, Shorty's Food Mart 2290 Avenida de Mesilla, Ristramnn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.



February 4, 2020

#6328382

Mr. Rod McGillivray, Public Works Director
Town of Mesilla
2231 Avenida de Mesilla
Mesilla, NM 88046
Phone: (575) 524-3262

RE: RECOMMENDATION REGARDING AWARD OF CONSTRUCTION CONTRACT FOR TOWN OF MESILLA MCDOWELL ROAD WASTEWATER COLLECTION SYSTEM PROJECT – PHASE II

Dear Mr. McGillivray,

Bids were opened for the Town of Mesilla McDowell Road Wastewater Collection System Project Phase II on January 31, 2020 at 2231 Avenida de Mesilla, Mesilla, New Mexico 88046. Six bids were received for the project, and all bid packages were determined to be complete at the time of bid opening. The apparent low bidder was *DuCross Construction, LLC*. The **total** of the **Bids** ranged from two hundred seventy-seven thousand, five hundred fifty-seven dollars (\$277,557.00) to three hundred fifty-five thousand dollars (\$355,000.00). With the Resident preference applied the **total** of the **Base Bids** ranged from two hundred sixty three thousand, six hundred seventy-nine dollars and fifteen cents (\$263,679.15) to three hundred thirty-seven thousand two hundred fifty dollars (\$337,250.00).

Based on a review of the base bid, the low bidder has been identified as responsive, thus Souder, Miller & Associates (SMA) recommends awarding the project to *DuCross Construction, LLC*, with a **total recommended award amount of two hundred seventy-seven thousand, five hundred fifty-seven dollars (\$277,557.00, not including NMGRT)**.

Souder, Miller & Associates (SMA) investigated *DuCross Construction, LLC*'s past experience. The references provided by *DuCross Construction, LLC*, contacted by SMA, provided good feedback on their quality of work. Please refer to the References Contacted after the bid opening.

If the Town of Mesilla agrees with SMA's recommendation to award the project, the Town of Mesilla should "tentatively" award the construction contract to *DuCross Construction, LLC* pending the funding agency's concurrence. Once authorization is received, the attached Agreement between Owner and Contractor and Notice of Award for *DuCross Construction, LLC* needs to be signed. The contractor will then have 15 days to deliver insurance, performance and payment bonds. After the Town of Mesilla receives all items from the Contractor, the Notice to Proceed can be signed by the Town of Mesilla and sent to the Contractor.

Mr. McGillivray
February 4, 2020
Page 2 of 2

Please feel free to contact either of the undersigned if you have any questions or concerns related to this recommendation of award.

Sincerely,
MILLER ENGINEERS, INC. D/B/A
SOUDER, MILLER & ASSOCIATES



Robert Storey, E.I.
Staff Civil Designer III
robert.storey@soudermiller.com




Marty Howell, P.E.
Senior Engineer II
marty.howell@soudermiller.com

Enclosures: Bid Tabulation
References Contacted
Notice of Award
Agreement
DuCross Construction, LLC's Bid Package

Town of Mesilla
McDowell Road Wastewater Collection System Project Phase II
Bid Tabulation
January 31, 2020

Item No.	Description	Unit	Est. Qty.	SMA		DxCross Construction, LLC	Caliper Construction Inc.	Highland Enterprises, Inc.		J29 Enterprises, LLC		File Construction, LLC		Smith & Aguire Construction Co., Inc.	
				Unit Cost	Total Cost			Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
P-R1	MOBILIZATION/DEMOLITION	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 9,850.00	\$ 10,847.42	\$ 10,847.42	\$ 8,020.00	\$ 37,597.20	\$ 37,597.20	\$ 15,000.00	\$ 15,000.00	
P-R2	PRE AND POST CONSTRUCTION VIDEO DOCUMENTATION	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 900.00	\$ 575.77	\$ 192.00	\$ 192.00	\$ 794.00	\$ 1,338.10	\$ 1,338.10	\$ 1,305.00	\$ 1,305.00	
P-R3	TESTING ALLOWANCE	ALLOW	1	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
P-R4	REMOVE AND REPLACE LANDSCAPING TO MATCH EXISTING (INCLUDING GRAVEL, GRASS, ENGINEER AND OWNER APPROVES MATERIAL, EQUIPMENT AND ALL RELATED APPURTENANCES REQUIRED FOR A COMPLETE INSTALLATION); CIP	ALLOW	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
P-R5	E-ONE GRINDER PUMP (INCLUDES 4-INCH GRAVITY LINE STUB OUT, THE INTO CUSTOMER SEWER SERVICE, E-ONE GRINDER PUMP, AND ALL RELATED APPURTENANCES NOT INCLUDED SEPARATELY ON BID FORM); CIP	EA	10	\$ 12,620.00	\$ 126,200.00	\$ 12,000.00	\$ 12,100.00	\$ 15,084.50	\$ 150,845.00	\$ 23,286.00	\$ 204,437.30	\$ 204,437.30	\$ 22,500.00	\$ 225,000.00	
P-R6	UPGRADE UNDERSIZED/NON-COMPLIANT ELECTRICAL SERVICE TO MEET CURRENT CODE REQUIREMENTS (ASSESSMENT FOUND IN APPENDIX B)	LS	1	\$ 75,558.00	\$ 75,558.00	\$ 98,000.00	\$ 111,500.00	\$ 115,804.80	\$ 115,804.80	\$ 48,300.00	\$ 44,173.30	\$ 44,173.30	\$ 45,720.90	\$ 45,720.90	
P-R7	INSTALL 1.5/4-INCH SERVICE CONNECTION; CIP	LF	1033	\$ 30.00	\$ 30,990.00	\$ 19.00	\$ 19,627.00	\$ 25.14	\$ 25,969.62	\$ 18.50	\$ 19,110.50	\$ 21.00	\$ 21,693.00	\$ 37.70	\$ 38,944.10
P-R8	REPAIR UNMARKED UTILITIES DAMAGED ON CUSTOMER'S PROPERTY (INCLUDE ENGINEER AND OWNER APPROVED MATERIAL, EQUIPMENT AND ALL RELATED APPURTENANCES EQUIPPED FOR A COMPLETE INSTALLATION); CIP	ALLOW	1	\$ 6,160.00	\$ 6,160.00	\$ 6,160.00	\$ 6,160.00	\$ 6,160.00	\$ 6,160.00	\$ 6,160.00	\$ 6,160.00	\$ 6,160.00	\$ 6,160.00	\$ 6,160.00	
P-R9	EL PASO ELECTRIC UPGRADE FEES	ALLOW	1	\$ 11,370.00	\$ 11,370.00	\$ 11,370.00	\$ 11,370.00	\$ 11,370.00	\$ 11,370.00	\$ 11,370.00	\$ 11,370.00	\$ 11,370.00	\$ 11,370.00	\$ 11,370.00	
	Total Base Bid:			\$ 273,278.00	\$ 273,278.00	\$ 277,557.00	\$ 307,077.77	\$ 332,688.84	\$ 332,688.84	\$ 338,114.50	\$ 338,204.60	\$ 338,204.60	\$ 355,000.00	\$ 355,000.00	
	Written Total:			\$ 273,278.00	\$ 273,278.00	\$ 277,557.00	\$ 307,077.77	\$ 332,688.84	\$ 332,688.84	\$ 338,114.50	\$ 338,204.60	\$ 338,204.60	\$ 355,000.00	\$ 355,000.00	
	Difference:			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	* Cells with red text indicate that a correction has been made in accordance with Article 14.01.C of the Instructions to Bidders (C-200)														
	Resident Contractor Preference			Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
	Veteran Contractor Preference			NO		NO	NO	NO	NO	NO	NO	NO	NO	NO	
	Amount of Preference (Max 10%)			5%		5%	5%	5%	5%	5%	5%	5%	5%	5%	
	Application of Preference														
				\$ 263,679.15	\$ 263,679.15	\$ 291,723.88	\$ 291,723.88	\$ 316,054.40	\$ 316,054.40	\$ 321,208.78	\$ 321,208.78	\$ 321,294.37	\$ 337,250.00	\$ 337,250.00	

CERTIFICATION:
I certify that the above figures are the evaluated bid prices from those submitted in the Bid Form.


 Marty Howell, P.E.
 Souder, Miller & Associates
 February 3, 2020
 Date

MEMORANDUM

TO: MAYOR NORA L. BARRAZA AND BOARD OF TRUSTEES

FROM: LARRY SHANNON, COMMUNITY DEVELOPMENT COORDINATOR

SUBJECT: ACTIVITY REPORT – JANUARY 2020

DATE: FEBRUARY 3, 2020

PZHAC BUSINESS JANUARY 2020

[Items presented to the PZHAC

PZHAC WORK SESSION ITEMS:

1. Submitted by Natalie B. Ogaz, a request to discuss changes to approved plans for the construction of a new dwelling at 2729 Calle de San Albino (**Case 060748**). Zoned: Historic Residential (HR)
2. Submitted by Dave and Kelly Salas; a request to discuss plans to construct an additional two dwellings on a property located on the north side of Calle del Sur, adjacent to the east side of the property at 2138 Calle del Sur. (**Case 060991**) Zoned: Historic Residential (HR).
3. Submitted by William McIlvaine, a request to discuss the installation of three new gates and the addition of privacy panels to an existing rock wall around a residential property at 2685 Calle de Parian (**Case 060997**). Zoned: Historical Residential (HR)
4. Submitted by Joseph W. Foster, a request to discuss a 5 foot wide by 3 foot high mural to be painted on a wall around the commercial courtyard at 2488 Calle de Guadalupe (**Case 060999**). Zoned: Historical Commercial (HC)

ADMINISTRATIVE APPROVAL

Zoning Permits

1. **Case 060990** – 2195 Calle del Norte, submitted by Jorge Larrazabal; a request for a zoning permit to repaint a dwelling at this address. Zoned: Historical Residential (HR)
2. **Case 060994** – 2544 Calle Tercera, submitted by Lola Chavez; a request for a zoning permit to allow a conversion to refrigerated air for a dwelling at this address. Zoned: Historical Residential (HR)
3. **Case 060962** – Snow Road, west of intersection with Calle del Sur (address to be assigned), submitted by William C. Fietze; a request for a zoning permit to install a pipe fence along the property line between the property and Snow Road. Zoned: Rural Farm (RF)

PZHAC DECISION ITEMS:

Zoning Permits:

1. **Case 060989** – 2930 La Mesilla Circle, submitted by William and Amy Abruzzi; a request for a zoning permit to allow the construction of a 16 foot by 18 foot (224 square foot) storage shed on a residential property at this address. Zoned: Historical Residential (HR)
2. **Case 060998** - Lot 8 of the Los Reyes Subdivision on Camino del Rey Submitted by Darren and Lora Loken, a request for a zoning permit to discuss plans to construct a dwelling and casita on Lot 8 of the Los Reyes Subdivision on Camino del Rey. Zoned: Residential, one acre (R-1)
3. **Case 060748** – 2729 Calle de San Albino, submitted by Natalie B. Ogaz, a request for changes to an approved building permit to construct a new residence at this address. Zoned: Historic Residential (HR). (Discussed during the Work Session – Item 1)

4. **Case 090681** – 2138 Calle del Sur, submitted by Dave and Kelly Salas; a request for a zoning permit to construct an additional two dwellings on a property located on the north side of Calle del Sur, adjacent to the east side of the property at this address. Zoned: Historic Residential (HR). (This case was discussed during the Work Session – Item 2)
5. **Case 060995** – 1922 Calle de Cura, submitted by Nia Rucker; a request for a zoning permit to allow the replacement of a bathroom window on a dwelling at this address. Zoned: Historical Residential (HR)
6. **Case 060996** – 2424 Calle de Parian, submitted by Cecilia Quintana; a request for a zoning permit to install five foot high sections of “coyote” fencing at three locations on the property for privacy. Zoned: Historical Residential (HR)
7. **Case 060997** – 2685 Calle de Parian, submitted by William McIlvaine, a request to install three new gates and privacy panels on an existing rock wall around a residential property at this address. Zoned: Historical Residential (HR) (This case was discussed during the Work Session – Item 3)
8. **Case 060999** - 2488 Calle de Guadalupe submitted by Joseph W. Foster, a request for a zoning permit to paint a 5 foot wide by 3 foot high mural on a wall around the commercial courtyard at this address. Zoned: Historical Commercial (HC) (This case was discussed during the Work Session – Item 4)
9. **Case 061000** – 2160 Calle del Norte, submitted by Gary Bell: a request for a zoning permit to allow the installation of a horse fence for security along the west property line abutting a ditch bank adjacent to the property. Zoned: Historical Residential (HR)

Business Permit

1. **Permit 0831** – 1750 Calle de Mercado, submitted by Anna Emerick-Biad for “Organic Grub LLC”; a request for a business permit to allow a catering operation that delivers healthy meals to customers at their location. Zoned: General Commercial (C)
2. **Permit 0832** – 2172 Calle de Santiago, submitted by Anna Emerick-Biad for “Blue Door Venue”; a request for a business permit to allow a commercial structure at this address to be used as an event venue for catered events. Zoned: Historical Commercial (HC)

Sign Permits

1. **Case 061001** – 2250 Calle de San Albino, submitted by Wendy Weir for “Agave Artists”; a request for a sign permit to allow a hanging sign for an art gallery at this address. Zoned: General Historical Commercial (HC)
2. **Case 061002** – 1701 Calle de Mercado #6, submitted by Jenna Emerick for “Salon de Mesilla LLC”; a request for sign permit to allow a wall sign for beauty salon at this address. Zoned: General Commercial (C)

If you have any questions, comments or concerns please feel free to call me at 524 -3262 ext. 104; or e-mail me at larrys@mesillanm.gov.

***Town of Mesilla Assessor's Report
JANUARY 2020***

Mesilla CASE #	DAC ACC'T #	APPL. DATE	ISSUEE/CONTRACTOR	VALUATION / COST	FEE	BLDG CODE	ADDRESS	DESCRIPTION OF WORK
061000	04-01170	12/31/19	Gary Bell	4,000.00	90.00	MI	2160 Calle del Norte	Security fence along west property line
061001	04-00309	1/6/20	Wendy Weir for Agave Artists	250.00	10.00	SIGN	2250 Calle de San Albino	Two sided hanging sign
061002	04-01180		Jenna Emerick for Salon de Mesilla, LLC	150.00	12.00	SIGN	1701 Calle de Mercado	Wall sign above front door
061003	04-00318	1/18/20	Viola and Larry Tafoya/Rudy L. Acosta	294.00	60.00	MI	2309 Calle de Santiago	Repair a sidewalk at this address.
061004	04-00335	1/15/20	Julienne Hadfield/Buffalo Builders	1,000.00	10.50	MI	2000 Calle de Parian	Conduct a plumbing and electrical inspection at this address
061005	04-01017	1/21/20	Annabelle Hurst/Alicante Homes, LLC	14,300.00	33.00	RR	2825 Teresita Street	Reroof a dwelling at this address
061006	04-00760	1/21/20	Samuel McBurney/self	5,000.00	18.00	RR	319 Capri Arc	Reroof a dwelling at this address
061007	04-01344	1/21/20	Las Cruces School District/AK Sales, Inc	30,000.00	55.00	ACC	1300 west University Avenue	Install a shade shelter
061008	04-01047	1/25/20	Harold J. Jones/J.B. Builders LLC	5,000.00	18.00	MI	2745 Boldt Street	Repair and replace driveway.
061009	04-00354	2/1/20	Bruce B. McClure	47.91	0.00	MI	3551 Calle de Principal	Install a wooden fence at this address
061010	04-00572	1/27/20	Gerry Nevarez/Andy Perez	1,200.00	11.10	MI	2305 Calle de Colon	Install a 10' foot long privacy panel on a rock wall at this address
061011	04-00272	1/22/20	Anna Biad/Landscape and Design	30,000.00	55.50	MI	2172 Calle de Santiago	Build a rock wall and landscape a commercial property at this address
061012	04-00272	1/22/20	Anna Biad	250.00	12.00	SIGN	2172 Calle de Santiago	Install a sign at this address

Community Projects Report

Project	Description
Current Contact information	Dorothy Sellers Email: DorothyS@mesillanm.gov Work: 575-524-3262 Cell:575-571-3890
For the Love of Art	For the Love of Art will be held on Feb. 8 th from 2pm to 5pm. Aprox. 8 artists will be set up on display in the afternoon. In the event of inclement weather the community center will be set up in place of the plaza.
Cinco de Mayo	Applications for vendor booths open on Monday, Feb 10 th at 8 am. Several musicians have expressed an interest in performing. Plans for changes to the children's area include fewer jumping balloons and more interactive activities with low to no cost to visitors.
Community Rental Forms	Rental forms have been revised and updated in office as well as the website.
Mercado	Revamping of rules and regulations are in process, areas to be targeted for improvement are parking, situation, musical performers, ensure items being sold are hand made, permits are held by all vendors, and displays. Moving to a 3 person management system for the Mercado vs the 1 manager system in place. Recommendation for change to the fee per year for ordinance has been posted and will move forward. Goal is to have fee change in place for the new 2020 business year.
Clean & Beautiful Grant	Funds in the amount of \$14,350 were awarded. Agreement has been signed and returned along with initial invoice for 50% of the funds. The funds will be used for new litter and recycling receptacles, sprinkler system, trees, picnic tables, and outdoor community informational centers. Working with Rod McGillvray to ensure projects are completed in a timely manner.
NM Tourism Grant	Filming on the videos will began the week of Feb. 8 th . Project is on time.

Census Day in Mesilla	Working in conjunction with county workers to have a census kick off day in Mesilla on Saturday, March 21. Festivities will include food, music, computers and volunteers on hand to answer questions regarding the census as well as provide opportunity to the public to complete their census.



MEMORANDUM

To: Mayor and Trustees

From: Cynthia Stoechner-Hernandez
Town Clerk-Treasurer *CSH*

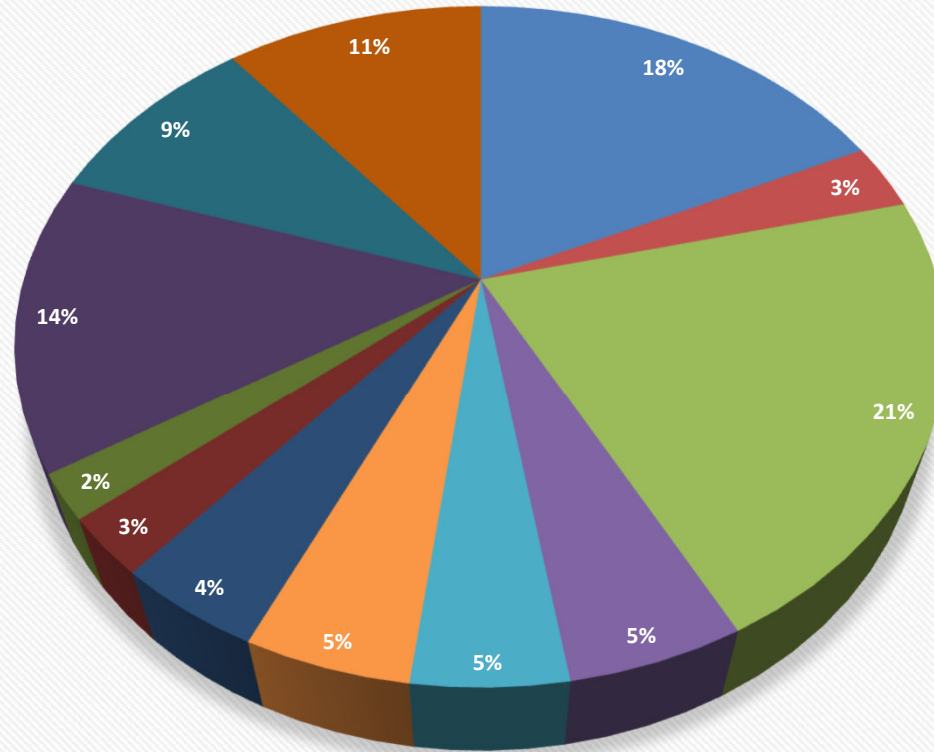
RE: Monthly Finance Report

Listed below is a review of department and fund expenditures for: January
General Fund should be at: 58.33% spending

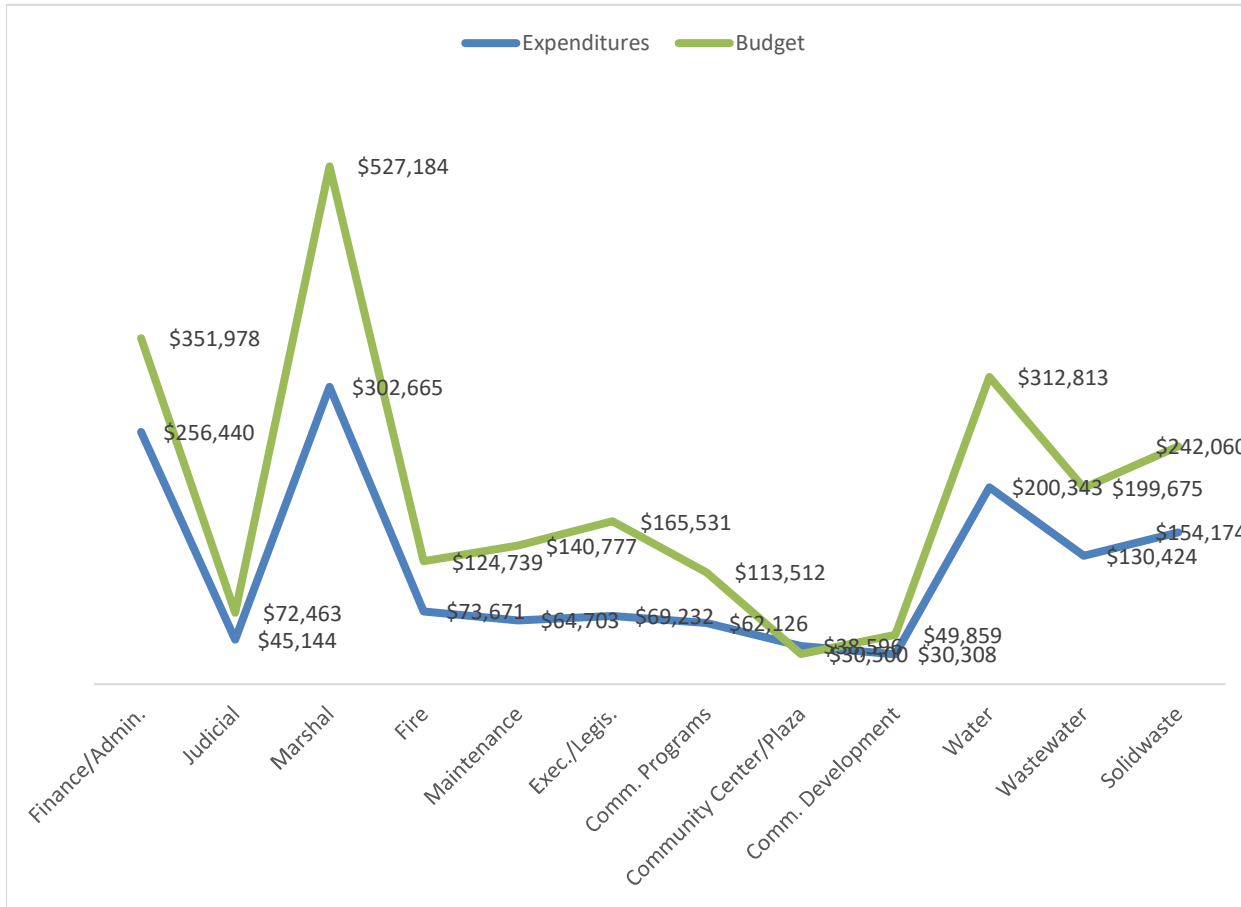
****spending is a little high this month due to paying of 1/2 of insurances (July 1st 1/2 due, January 1st the other 1/2 is due). This will even out in the next few months**

YTD EXPENDITURES	%Exp.	\$ Money YTD	Mo.%	YTD % over/under	Approved Budget
Finance/Admin.	72.86%	\$256,440	100.00%	-27.14%	\$ 351,978
Judicial	62.30%	\$45,144	100.00%	-37.70%	\$ 72,463
Marshal	57.41%	\$302,665	100.00%	-42.59%	\$ 527,184
Fire	59.06%	\$73,671	100.00%	-40.94%	\$ 124,739
Maintenance	45.96%	\$64,703	100.00%	-54.04%	\$ 140,777
Exec./Legis.	41.82%	\$69,232	100.00%	-58.18%	\$ 165,531
Comm. Programs	54.73%	\$62,126	100.00%	-45.27%	\$ 113,512
Community Center/Plaza	126.54%	\$38,596	100.00%	26.54%	\$ 30,500
Comm. Development	60.79%	\$30,308	100.00%	-39.21%	\$ 49,859
General Fund	59.81%	\$942,885	100.00%	-40.19%	\$ 1,576,543
Water	64.05%	\$200,343	100.00%	-35.95%	\$ 312,813
Wastewater	65.32%	\$130,424	100.00%	-34.68%	\$ 199,675
Solidwaste	63.69%	\$154,174	100.00%	-36.31%	\$ 242,060
Enterprise Fund	59.98%	\$484,941	100.00%	-40.02%	\$ 808,548

EXPENDITURES



EXPENDITURES VS BUDGET

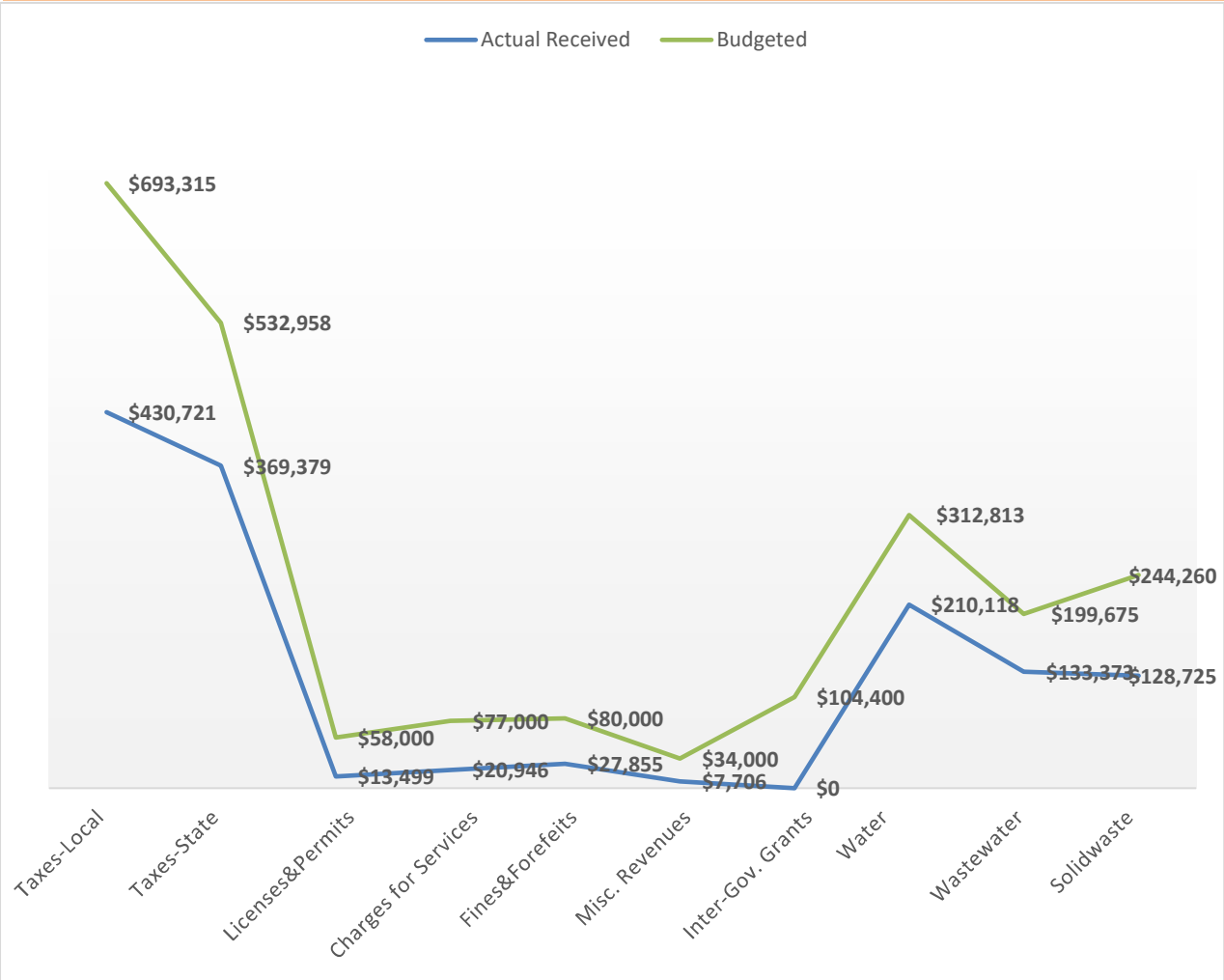


Please request the INCODE report for detail revenues and expenses by fund.

REVENUE

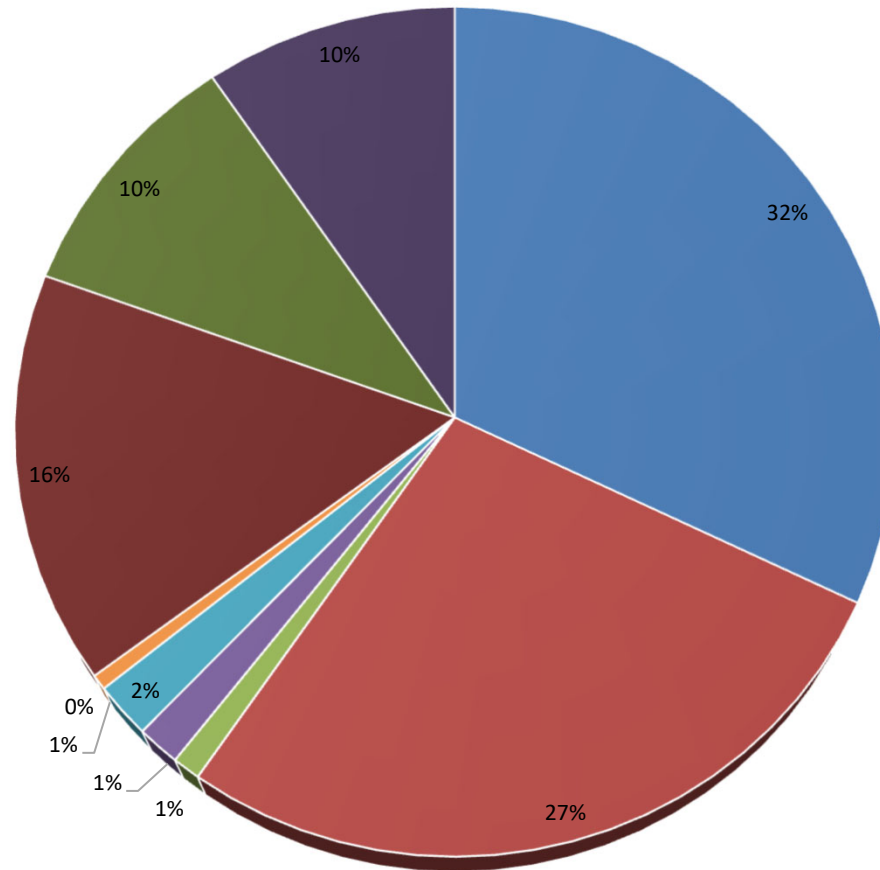
YTD REVENUES	% Rec.	YTD Money \$	% Est.	YTD % over/under	AMOUNT BUDGETED
Taxes-Local	62.12%	\$430,721	100.00%	-37.88%	\$693,315
Taxes-State	69.31%	\$369,379	100.00%	-30.69%	\$532,958
Licenses&Permits	23.27%	\$13,499	100.00%	-76.73%	\$58,000
Charges for Service	27.20%	\$20,946	100.00%	-72.80%	\$77,000
Fines&Forefeits	34.82%	\$27,855	100.00%	-65.18%	\$80,000
Misc. Revenues	22.67%	\$7,706	100.00%	-77.33%	\$34,000
Inter-Gov. Grants	0.00%	\$0	100.00%	-100.00%	\$104,400
General Fund	55.08%	\$870,107	100.00%	-44.92%	\$1,579,673
Water	67.17%	\$210,118	100.00%	-32.83%	\$ 312,813
Wastewater	66.80%	\$133,373	100.00%	-33.20%	\$ 199,675
Solidwaste	52.70%	\$128,725	100.00%	-47.30%	\$ 244,260
Enterprise Fund	62.40%	\$472,216	100.00%	-37.60%	\$756,748

REVENUE vs BUDGET



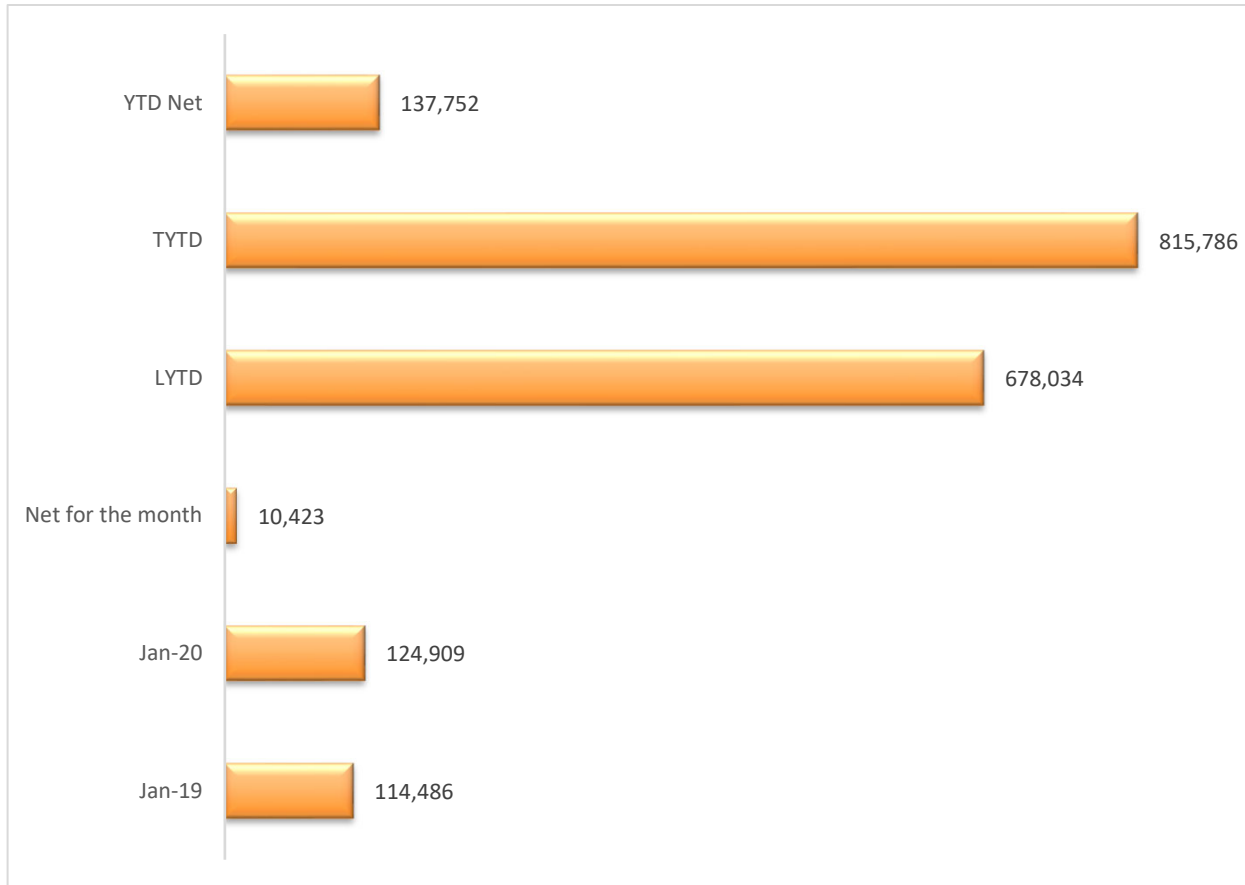
YTD REVENUES

- Taxes-Local
- Taxes-State
- Licenses&Permits
- Charges for Services
- Fines&Forefeits
- Misc. Revenues
- Inter-Gov. Grants
- Water
- Wastewater
- Solidwaste



GRT COMPARISONS

Jan-19	Jan-20	Net for the month	LYTD	TYTD	YTD Net
114,486	124,909	10,423	678,034	815,786	137,752



Business GRT in November 2019

Percentage by month	9%	Percentage over last FYTD	20%
---------------------	----	---------------------------	-----

TOWN OF MESILLA FIRE DEPARTMENT
MONTHLY BOT REPORT



DATE: January, 2020

MAJOR ADDITIONS TO INVENTORY

NONE

MAINTENANCE OF EQUIPMENT

Annual "wet" inspections completed on all apparatus to include fluid changes, charging system test and repairs as needed. Small engine tools inspected, cleaned and tested. Inspection sheets are being digitized for easier access and use and to eliminate paper waste.

COMMENTS

Two current and two former firefighters graduated from the Las Cruces Fire Training Academy on January 31. Well done Ariel Caro, Evert Garibay, Aaron Cruz and Eric Miller. We received confirmaiton of a grant award from the Fire Protection Grant program for \$161,000 to replace our 2004 Ford F550 brush truck. We will be applying for a federal Assistance to Firefighters Grant (AFG) in February to replace and update equipment on the apparatus.

SUBMITTED BY

Fire Chief Kevin Hoban _____

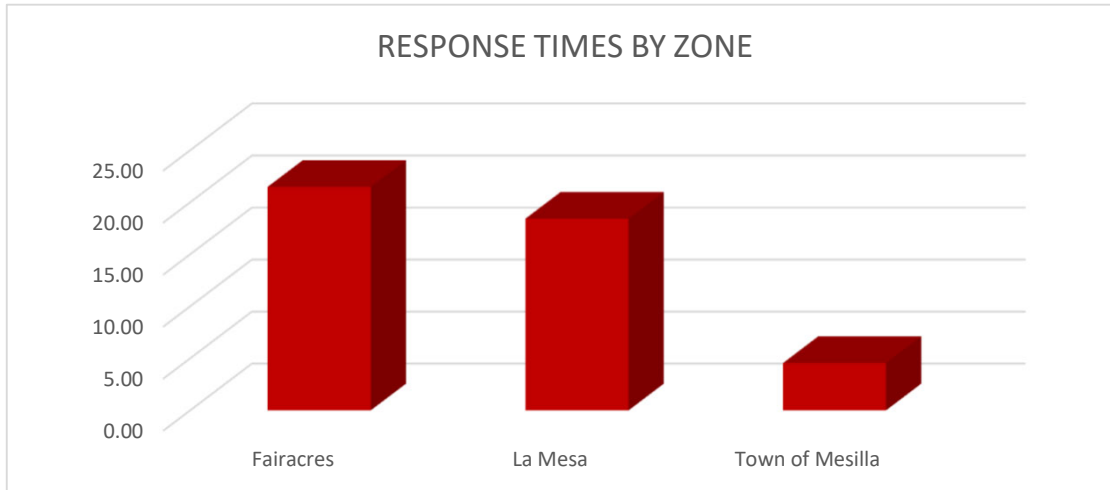
Mesilla Fire Department

Mesilla, NM

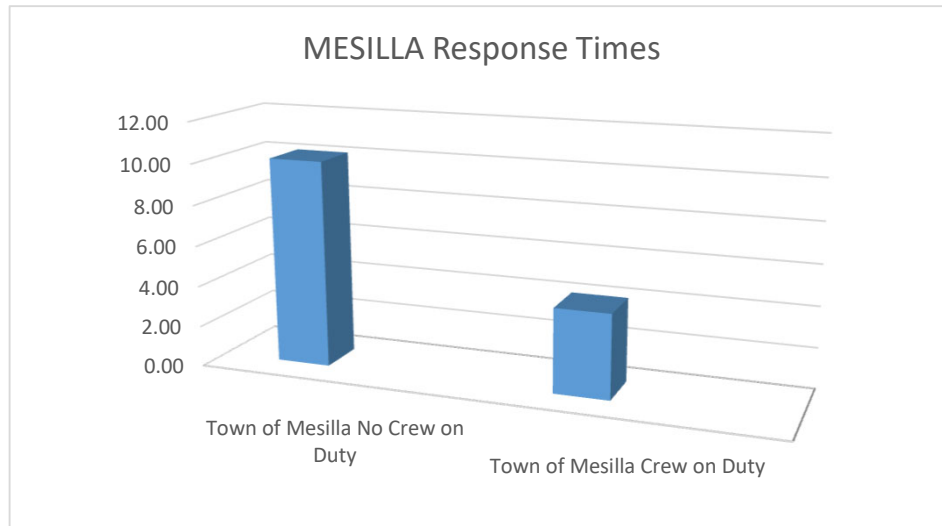
This report was generated on 01/02/2019



Response Mode: Lights and Sirens | Start Date: 12/01/2018 | End Date:12/31/2018



Zone	AVERAGE RESPONSE TIME (in minutes)
Fairacres	21.48
La Mesa	18.43
Town of Mesilla	4.55
Town of Mesilla No Crew on Duty	10.11
Town of Mesilla Crew on Duty	4.12



Only REVIEWED incidents included. Response Time is Dispatched to Arrived.

Mesilla Fire Department

Mesilla, NM

This report was generated on 2/4/2020 12:33:17 PM



Incident Statistics

Start Date: 01/01/2020 | End Date: 01/31/2020

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		21	
FIRE		13	
TOTAL		34	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
0	0	0	0
Bat31	0	10	10
BR31	0	6	6
E31	0	1	1
MFD	0	1	1
TOTAL	0	18	18
PRE-INCIDENT VALUE		LOSSES	
\$208,786.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		8	
Aid Received		2	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
0		NaN	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:09:32	0:03:53	
AVERAGE FOR ALL CALLS		0:09:01	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:01:50	0:01:26	
AVERAGE FOR ALL CALLS		0:01:47	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Mesilla Fire Department		26:02	

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate.

Mesilla Fire Department

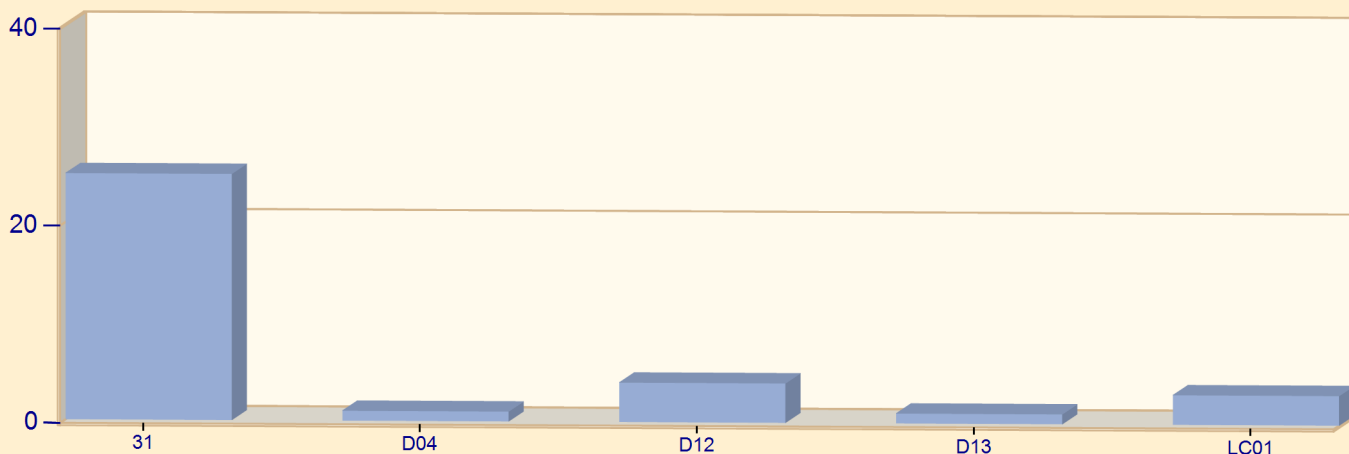
Mesilla, NM

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Incident Type Count per Zone for Date Range

Start Date: 01/01/2020 | End Date: 01/31/2020



ZONES	INCIDENT TYPE	COUNT
31 - Town of Mesilla		
	321 - EMS call, excluding vehicle accident with injury	16
	322 - Motor vehicle accident with injuries	1
	400 - Hazardous condition, other	1
	461 - Building or structure weakened or collapsed	1
	522 - Water or steam leak	1
	551 - Assist police or other governmental agency	1
	553 - Public service	1
	554 - Assist invalid	2
	561 - Unauthorized burning	1
	<i>Total Incidents for 31 - Town of Mesilla</i>	25
D04 - La Mesa		
	322 - Motor vehicle accident with injuries	1
	<i>Total Incidents for D04 - La Mesa.</i>	1
D12 - Fairacres		
	321 - EMS call, excluding vehicle accident with injury	1
	322 - Motor vehicle accident with injuries	2
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D12 - Fairacres.</i>	4
D13 - South Valley		

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.

ZONES	INCIDENT TYPE	COUNT
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D13 - South Valley.</i>	1
LC01 - City of Las Cruces		
	142 - Brush or brush-and-grass mixture fire	1
	511 - Lock-out	1
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for LC01 - City of Las Cruces.</i>	3
Total Count for all Zone:		34

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.

Mesilla Fire Department

Mesilla, NM

This report was generated on 2/4/2020 1:58:34 PM



Occupancies Inspected for Date Range

Start Date: 01/01/2020 | End Date: 01/31/2020

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Julienne Jewelry / Billy the Kid		2000 Calle de Parian		01/23/2020
Livingston Bridal and Events		1680 Calle De Alvarez #D		01/23/2020
Ruby Sun		2301 Calle de San Albino		01/23/2020
Salon Dr Mesilla		1701 Calle de Mercado #6		01/02/2020

of Occupancies Inspected: 4

% Occupancies Inspected: 1.86

Included occupancies are those that have a LOCKED inspection on record for the date range provided.

Mesilla Fire Department

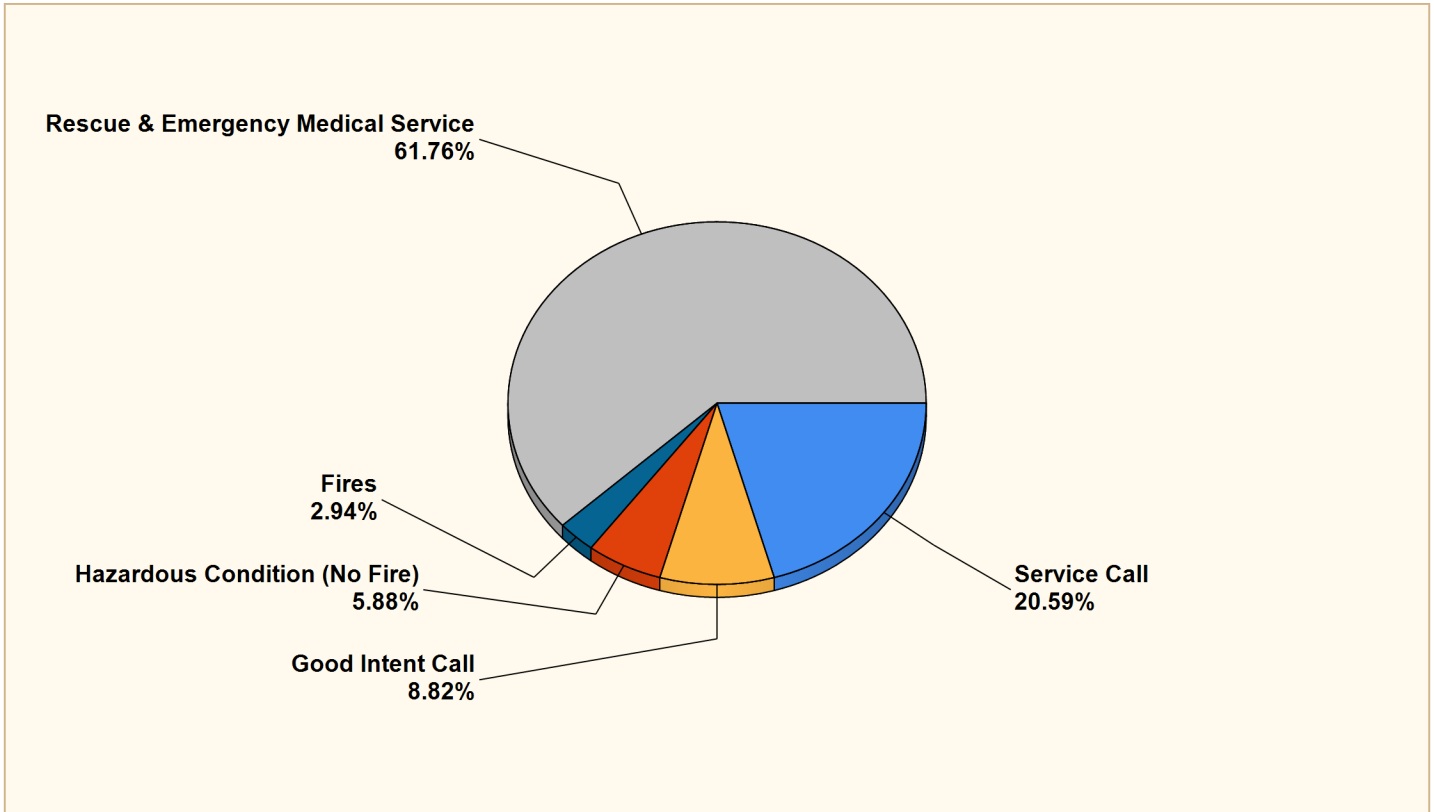
Mesilla, NM

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2020 | End Date: 01/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	2.94%
Rescue & Emergency Medical Service	21	61.76%
Hazardous Condition (No Fire)	2	5.88%
Service Call	7	20.59%
Good Intent Call	3	8.82%
TOTAL	34	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
142 - Brush or brush-and-grass mixture fire	1	2.94%
321 - EMS call, excluding vehicle accident with injury	17	50.00%
322 - Motor vehicle accident with injuries	4	11.76%
400 - Hazardous condition, other	1	2.94%
461 - Building or structure weakened or collapsed	1	2.94%
511 - Lock-out	1	2.94%
522 - Water or steam leak	1	2.94%
551 - Assist police or other governmental agency	1	2.94%
553 - Public service	1	2.94%
554 - Assist invalid	2	5.88%
561 - Unauthorized burning	1	2.94%
611 - Dispatched & cancelled en route	3	8.82%
TOTAL INCIDENTS:	34	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

Mesilla Fire Department

Mesilla, NM

This report was generated on 2/4/2020 1:56:47 PM



Response Activity Report

Start Date: 01/01/2020 | End Date: 01/31/2020

INCIDENT #	DATE	ALARM TIME	ARRIVE TIME	RESPONSE TIME	ADDRESS
142 - Brush or brush-and-grass mixture fire					
2020-0000004	2020/01/03	15:26:48	16:08:25	00:41:37	138 Interstate 10
Subtotal Count: 1		Average Response Time for Incident Type: 00:41:37			
321 - EMS call, excluding vehicle accident with injury					
2020-0000001	2020/01/01	00:44:43	00:50:46	00:06:03	2171 Calle de Parian
2020-0000003	2020/01/03	14:18:56	14:25:31	00:06:35	1420 W Union AVE
2020-0000005	2020/01/04	10:08:56	10:15:51	00:06:55	1717 Boutz RD
2020-0000006	2020/01/06	20:56:36	21:00:08	00:03:32	2355 Calle de Guadalupe
2020-0000008	2020/01/08	22:41:21	22:46:17	00:04:56	2950 La Mesilla CIR
2020-0000009	2020/01/08	23:18:42	23:21:54	00:03:12	2950 La Mesilla CIR
2020-0000015	2020/01/17	15:23:02	15:27:52	00:04:50	2409 Calle del Norte
2020-0000016	2020/01/17	22:35:42	22:39:19	00:03:37	1384 Paisano RD
2020-0000019	2020/01/22	08:34:43	08:42:17	00:07:34	2839 Calle del Sur
2020-0000022	2020/01/25	03:30:04	03:35:19	00:05:15	1815 Boutz RD
2020-0000024	2020/01/26	10:51:38	10:58:53	00:07:15	2425 Calle de Santiago
2020-0000025	2020/01/26	18:15:55	18:28:47	00:12:52	Calle de Santiago
2020-0000026	2020/01/28	15:15:37	15:20:20	00:04:43	1680 Calle de Alvarez
2020-0000029	2020/01/30	11:10:25	11:16:33	00:06:08	1950 Calle del Norte
2020-0000030	2020/01/30	13:54:12	14:10:00	00:15:48	3437 Winterhaven DR
2020-0000032	2020/01/31	09:01:00	09:08:10	00:07:10	2860 Calle Quinta
2020-0000034	2020/01/31	16:09:09	16:14:43	00:05:34	209 Capri Arc
Subtotal Count: 17		Average Response Time for Incident Type: 00:06:08			
322 - Motor vehicle accident with injuries					
2020-0000017	2020/01/18	00:33:20	00:41:05	00:07:45	3219 Snow RD
2020-0000018	2020/01/21	22:58:57	23:22:24	00:23:27	121 Interstate 10
2020-0000020	2020/01/23	08:21:50	08:46:00	00:24:10	113 Interstate 10
2020-0000033	2020/01/31	10:05:23	10:24:56	00:19:33	12715 N Highway 28
Subtotal Count: 4		Average Response Time for Incident Type: 00:18:36			
400 - Hazardous condition, other					
2020-0000014	2020/01/17	14:02:29	14:08:12	00:05:43	Avenida de Mesilla
Subtotal Count: 1		Average Response Time for Incident Type: 00:05:43			
461 - Building or structure weakened or collapsed					
2020-0000028	2020/01/29	11:10:10	11:14:12	00:04:02	2171 Calle de Parian
Subtotal Count: 1		Average Response Time for Incident Type: 00:04:02			
511 - Lock-out					
2020-0000013	2020/01/15	22:30:00	22:30:00	00:00:00	1550 S Valley DR
Subtotal Count: 1		Average Response Time for Incident Type: 00:00:00			

Calls by Incident Type. Does not include calls where there was no response.

522 - Water or steam leak						
2020-0000012	2020/01/14	01:39:54	01:45:52	00:05:58	2941 La Mesilla CIR	
Subtotal Count: 1		Average Response Time for Incident Type: 00:05:58				
551 - Assist police or other governmental agency						
2020-0000002	2020/01/01	04:20:56	04:20:56	00:00:00	Avenida de Mesilla	
Subtotal Count: 1		Average Response Time for Incident Type: 00:00:00				
553 - Public service						
2020-0000010	2020/01/11	07:11:11	07:18:11	00:07:00	1986 Calle de Cura	
Subtotal Count: 1		Average Response Time for Incident Type: 00:07:00				
554 - Assist invalid						
2020-0000023	2020/01/25	06:50:11	06:57:41	00:07:30	2250 Calle de Picacho	
2020-0000027	2020/01/29	10:10:19	10:20:48	00:10:29	2570 Calle de Santiago	
Subtotal Count: 2		Average Response Time for Incident Type: 00:08:59				
561 - Unauthorized burning						
2020-0000021	2020/01/23	23:19:45	23:19:45	00:00:00	2060 Calle del Norte	
Subtotal Count: 1		Average Response Time for Incident Type: 00:00:00				
Grand Total: 31		Average Response Time for All Incident Types:			00:09:07	

Calls by Incident Type. Does not include calls where there was no response.

Mesilla Fire Department

Mesilla, NM

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Events per Event Type for Date Range (Landscape)

Start Date: 01/01/2020 | End Date: 01/31/2020

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
Prevention Division Shift						
	01/01/2020	On Call	Administrative	Battalion 31	32	Kevin Hoban
	01/03/2020	Fire Investigation Conference 2020 Planning	Administrative	Tele work	4	Crystal Davis-Whited, Gregory Whited
	01/04/2020	Fire Investigation Conference 2020 Planning	Administrative	Telework	4	Crystal Davis-Whited, Gregory Whited
	01/16/2020	administration	Prevention Event	firehouse 31	5	Gregory Whited
	01/21/2020	NM IAAI Training Conference 2020 Planning	Prevention Event	Telework	3	Crystal Davis-Whited, Gregory Whited
	01/23/2020	Inspections	Prevention Event	Town of Mesilla	5	Gregory Whited
	01/25/2020	NM Chapter IAAI Conference planning	Prevention Event	Telework	6	Crystal Davis-Whited, Gregory Whited

Total Hours for Prevention Division Shift: 59

Evening Operations Shift						
	01/01/2020	B-Shift	Shifts	Firehouse 31	13	Manuel Felix, Trevor Frieze, Sonny Gomez, Justin Knoll, Nicolas Navarro, Laura Orrantia

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	01/04/2020	B-Shift	Shifts	Firehouse 31	16	Trevor Fietze, Sebastian Linares, Humberto Manriquez, Nicolas Navarro
	01/06/2020	A-Shift	Shifts	Firehouse 31	13	Manuel Felix, Anthony Martinez Jr. , Thomas Montoya, Nicolas Navarro, Laura Orrantia
	01/10/2020	B-Shift	Shifts	Firehouse 31	14	Manuel Felix, Alexandra Gaytan, Sebastian Linares, Nicolas Navarro
	01/13/2020	B-Shift	Shifts	Firehouse 31	13	Sonny Gomez, Justin Knoll, Sebastian Linares, Nicolas Navarro, Austin Tucker, Lillian Villazon
	01/16/2020	B-Shift	Shifts	Firehouse 31	14	Trevor Fietze, Alexandra Gaytan, Sonny Gomez, Justin Knoll, Sebastian Linares, Nicolas Navarro
	01/18/2020	A-Shift	Shifts	Firehouse 31	14	Manuel Felix, Anthony Martinez Jr. , Nicolas Navarro, Laura Orrantia
	01/18/2020	C-shift	Shifts	House 31	16	Trevor Fietze, Mateo Martinez
	01/19/2020	B-Shift	Shifts	Firehouse 31	14	Trevor Fietze, Alexandra Gaytan, Sebastian Linares, Nicolas Navarro
	01/22/2020	B-Shift	Shifts	Firehouse 31	14	Alexandra Gaytan, Sonny Gomez, Sebastian Linares, Nicolas Navarro
	01/23/2020	C-shift	Shifts	House 31	12	Mateo Martinez
	01/23/2020	C-shift	Shifts	House 31	12	Mateo Martinez
	01/24/2020	A shift	Shifts	Firehouse 31	15	Manuel Felix, Francisco Lopez, Anthony Martinez Jr. , Thomas Montoya, Nicolas Navarro, Laura Orrantia, Dylan Thunhorst
	01/25/2020	B-Shift	Shifts	Firehouse 31	17	Trevor Fietze, Thomas Montoya, Nicolas Navarro

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	01/28/2020	B-Shift	Shifts	Firehouse 31	16	Alexsandra Gaytan, Sonny Gomez, Justin Knoll, Sebastian Linares, Nicolas Navarro
	01/30/2020	A shift	Shifts	Firehouse 31	14	Manuel Felix, Trevor Fietze, Sebastian Linares, Thomas Montoya, Nicolas Navarro, Dylan Thunhorst

Total Hours for Evening Operations Shift: 227

Daily Operations Shift						
	01/01/2020	B-Shift (Day)	Shifts	Firehouse 31	6	Alexsandra Gaytan, Nicolas Navarro
	01/02/2020	C-Shift (Day)	Shifts	Firehouse 31	10	Manuel Felix, Trevor Fietze, Sonny Gomez, Mateo Martinez, Nicolas Navarro
	01/13/2020	B-Shift (Day)	Shifts	Firehouse 31	3	Justin Knoll, Sebastian Linares
	01/16/2020	B-Shift (Day)	Shifts	Firehouse 31	8	Alexsandra Gaytan, Justin Knoll, Nicolas Navarro
	01/17/2020	C Shift	Shifts	Firehouse 31	12	Humberto Manriquez
	01/20/2020	C Shift	Shifts	House 31	12	Trevor Fietze, Joseph Torres
	01/22/2020	B-Shift (Day)	Shifts	Firehouse 31	6	Sebastian Linares, Austin Tucker
	01/26/2020	C Shift	Shifts	House 31	12	Lachlan Boyd, Trevor Fietze, Nicolas Navarro, Joseph Torres
	01/29/2020	C Shift	Shifts	House 31	13	Lachlan Boyd, Trevor Fietze, Joseph Torres
	01/31/2020	B-Shift (Day)	Shifts	Firehouse 31	6	Manuel Felix, Trevor Fietze, Sebastian Linares, Nicolas Navarro
	01/31/2020	B-Shift	Shifts	Firehouse 31	11	Trevor Fietze, Humberto Manriquez, Nicolas Navarro
	01/31/2020	Evening Shift	Shifts	Station 31	3.5	Crystal Davis-Whited, George Klebansky, Gregory Whited

Total Hours for Daily Operations Shift: 102.5

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
On Call Duty Officer						
	01/02/2020	On Call	Administrative	Battalion 31	15	Kevin Hoban
	01/03/2020	On Call	Administrative	Battalion 31	15	Kevin Hoban
	01/05/2020	On Call	Administrative	Battalion 31	15	Kevin Hoban
Total Hours for On Call Duty Officer:					45	
Administration Shift						
	01/05/2020	Administrative	Administrative	Telework	4	Crystal Davis-Whited
	01/11/2020	NM IAAI Fire Investigation Conference Planning	Prevention Event	Telework	4	Crystal Davis-Whited, Andy Embury, Amy O'Brien, Gregory Whited
Total Hours for Administration Shift:					8	
Explorer Division Shift						
	01/12/2020	Explorer Annual Planning	Prevention Event	District 31	3	Crystal Davis-Whited, Andy Embury, Amy O'Brien, Lance Shepan, Dylan Thunhorst, Ines Thunhorst, Gregory Whited
Total Hours for Explorer Division Shift:					3	
24 hr Operations Shift						
	01/12/2020	A-Shift	Shifts	Firehouse 31	25	Manuel Felix, Humberto Manriquez, Anthony Martinez Jr. , Thomas Montoya, Laura Orrantia, Dylan Thunhorst, Ines Thunhorst
Total Hours for 24 hr Operations Shift:					25	
Special Assignment						
	01/16/2020	B-Shift (Preplan at 2070 Calle de Santiago)	Prevention Event	2070 Calle de Santiago	0.5	Nicolas Navarro

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	01/17/2020	Fire Station Tour	Station Tour	Station 31	2	Sonny Gomez, Kevin Hoban, George Klebansky, Humberto Manriquez, Anthony Martinez Jr. , Thomas Montoya, Nicolas Navarro, Laura Orrantia

Total Hours for Special Assignment: 2.5

EMS Division Shift						
	01/28/2020	Expired drug inventory	Administrative	FMO	4.25	Ines Thunhorst

Total Hours for EMS Division Shift: 4.25

Only LOCKED events included.

Mesilla Fire Department

Mesilla, NM

This report was generated on 2/4/2020 12:35:26 PM



Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 01/01/2020 | End Date: 01/31/2020

Boyd, Lachlan James

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Boyd, Lachlan James	1	3:00

Davis-Whited, Crystal

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	3	8:00
I.S.O. Fire Prevention	1	4:00
I.S.O. New Driver and Operator Training	1	3:00
Total for Davis-Whited, Crystal	6	18:00

Embury, Andy G.

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	6:00
I.S.O. New Driver and Operator Training	1	3:00
Total for Embury, Andy G.	3	9:00

Evans, Harry A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	5:00
New Recruit Training	1	3:00
Total for Evans, Harry A	3	8:00

Felix, Manuel R

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. New Driver and Operator Training	2	5:00
Total for Felix, Manuel R	3	8:00

Frietze, Trevor R

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	3	8:00
Total for Frietze, Trevor R	4	11:00

Gaytan, Alexandra Melina

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	4	10:00
Total for Gaytan, Alexandra Melina	4	10:00

Gomez, Sonny

This report lists a count of Classes completed by each Person, for each Class Category. Optionally filtered by Personnel and Passage or Failure. Time shown in Hours and Minutes. If "All Personnel" is selected, this report also includes non-agency Personnel. Only non-Archived Classes that have been Reviewed are included. This report pulls training hours from the Training Code Hours field on the Info Page.

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	3	8:00
Total for Gomez, Sonny	4	11:00

Hoban, Kevin M

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	3	8:00
Total for Hoban, Kevin M	4	11:00

Klebansky, George A

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	3	8:00
I.S.O. New Driver and Operator Training	1	3:00
Total for Klebansky, George A	5	14:00

Knoll, Justin S

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Knoll, Justin S	1	3:00

Linares, Sebastian

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	3	8:00
Total for Linares, Sebastian	3	8:00

Lucero, Jojo

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. New Driver and Operator Training	1	3:00
Total for Lucero, Jojo	2	6:00

Martinez, Mateo

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	2	6:00
Total for Martinez, Mateo	3	9:00

McBurney, Samuel

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
Total for McBurney, Samuel	1	3:00

Montoya, Thomas M

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. New Driver and Operator Training	1	3:00
Total for Montoya, Thomas M	2	6:00

This report lists a count of Classes completed by each Person, for each Class Category. Optionally filtered by Personnel and Passage or Failure. Time shown in Hours and Minutes. If "All Personnel" is selected, this report also includes non-agency Personnel. Only non-Archived Classes that have been Reviewed are included. This report pulls training hours from the Training Code Hours field on the Info Page.

<u>Nanez, Ryan</u>		
Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
Total for Nanez, Ryan	1	3:00

<u>Navarro, Nicolas A</u>		
Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	4	10:00
I.S.O. New Driver and Operator Training	1	3:00
Total for Navarro, Nicolas A	6	16:00

<u>O'Brien, Amy M</u>		
Class Category	Class Count	Total Class Hours
I.S.O. New Driver and Operator Training	1	3:00
Total for O'Brien, Amy M	1	3:00

<u>Orrantia, Laura T</u>		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. New Driver and Operator Training	1	3:00
Total for Orrantia, Laura T	2	6:00

<u>Renteria, Irwin</u>		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Renteria, Irwin	1	3:00

<u>Rossman, Tabitha A</u>		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Rossman, Tabitha A	1	3:00

<u>Sanchez, Xavier</u>		
Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	1	3:00
I.S.O. New Driver and Operator Training	1	3:00
Total for Sanchez, Xavier	3	9:00

<u>Soto, Andrew</u>		
Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. New Driver and Operator Training	1	3:00
Total for Soto, Andrew	2	6:00

<u>Tankesly, Jennifer</u>		
Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
Total for Tankesly, Jennifer	1	3:00

This report lists a count of Classes completed by each Person, for each Class Category. Optionally filtered by Personnel and Passage or Failure. Time shown in Hours and Minutes. If "All Personnel" is selected, this report also includes non-agency Personnel. Only non-Archived Classes that have been Reviewed are included. This report pulls training hours from the Training Code Hours field on the Info Page.

Thunhorst, Ines C

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	3	8:00
I.S.O. New Driver and Operator Training	1	3:00
Total for Thunhorst, Ines C	5	14:00

Whited, Gregory E

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	2	6:00
I.S.O. New Driver and Operator Training	1	3:00
Total for Whited, Gregory E	4	12:00

This report lists a count of Classes completed by each Person, for each Class Category. Optionally filtered by Personnel and Passage or Failure. Time shown in Hours and Minutes. If "All Personnel" is selected, this report also includes non-agency Personnel. Only non-Archived Classes that have been Reviewed are included. This report pulls training hours from the Training Code Hours field on the Info Page.

Mesilla Fire Department

Mesilla, NM

This report was generated on 2/4/2020 4:11:34 PM



Total Hours by Personnel for Date Range for Pay Grade

Pay Grades: All Pay Grades | Start Date: 01/01/2020 | End Date: 01/31/2020

PERSONNEL	INCIDENT TIME	TRAINING TIME	EVENT TIME	TOTAL TIME
Boyd, Lachlan James	0:58	3:00	18:00	21:58
Davis-Whited, Crystal	0:00	18:00	31:30	49:30
Embury, Andy G.	3:49	9:00	7:00	19:49
Evans, Harry A	0:00	8:00	0:00	8:00
Felix, Manuel R	3:41	8:00	87:00	98:41
Frietze, Trevor R	7:05	11:00	135:00	153:05
Gaytan, Aleksandra Melina	1:01	10:00	61:00	72:01
Gomez, Sonny	2:36	11:00	70:00	83:36
Klebansky, George A	4:59	14:00	5:30	24:29
Knoll, Justin S	1:24	3:00	59:00	63:24
Linares, Sebastian	2:52	8:00	118:00	128:52
Lopez, Francisco A	0:58	0:00	14:00	14:58
Lucero, Jojo	0:00	6:00	0:00	6:00
Manriquez, Humberto	0:40	0:00	53:00	53:40
Martinez Jr. , Anthony R	0:39	0:00	47:00	47:39
Martinez, Mateo	5:48	9:00	46:00	60:48
Montoya, Thomas M	1:59	6:00	54:00	61:59
Navarro, Nicolas A	5:49	16:00	226:30	248:19
O'Brien, Amy M	0:00	3:00	7:00	10:00
Orrantia, Laura T	0:39	6:00	53:00	59:39
Porter, Zachary S	1:24	0:00	0:00	1:24
Renteria, Irwin	0:00	3:00	0:00	3:00
Rossman, Tabitha A	0:00	3:00	0:00	3:00
Sanchez, Xavier	0:00	9:00	0:00	9:00
Smith, Morgan Samantha	0:58	0:00	0:00	0:58
Soto, Andrew	0:00	6:00	0:00	6:00
Tankesly, Jennifer	0:00	3:00	0:00	3:00
Thunhorst, Dylan P	1:56	0:00	47:00	48:56
Thunhorst, Ines C	0:00	14:00	15:15	29:15
Torres, Joseph J	0:00	0:00	32:00	32:00
Tucker, Austin J	0:00	0:00	16:00	16:00
Villazon, Lillian M	1:24	0:00	11:00	12:24
Whited, Gregory E	0:00	12:00	32:30	44:30
			TOTAL	1432:54:00



MESILLA MARSHAL DEPARTMENT

P.O. BOX 10 MESILLA, NM 88046 PHONE 575-526-4138 FAX 575-652-3776

To: Honorable Mayor and Mesilla Board of Trustees

This is the Monthly Report for January 2020, for the Mesilla Marshal's Department:

This report is incomplete. Mesilla Valley Regional Dispatch Authority (MVRDA) has yet to send me the complete data. So you are only seeing the calls for service which required a report to be generated.

ACO	2
Animals at large	1
Dog bite	1
Assault	1
Agg Battery	1
Auto Theft	1
Civil Matter	1
Crashes	3
Hit & Run	1
Non Injury	2
Information report	2
Injured Person	1
Larceny	3
No Driver's License	4
Poss. Marijuana	1
Poss. Paraphernalia	1
Public Affray	2
Warrants	2
Traffic citations	130

Thank you,


Enrique Salas
Lieutenant



TOWN OF MESILLA

Public Works Department
P.O. Box 10, Mesilla, New Mexico 88046
Office: (575) 524-3262
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MEMORANDUM

Date: February 4, 2020
TO: Mayor Barraza, Board of Trustees and Cynthia Stoechner-Hernandez
FROM: Rodney J. McGillivray, Public Works Director 
RE: **Public Works Division Activity Report – January 2020**

On-going maintenance, custodial and operations:

Monitoring of water tank, wells and pumps
Meter reading continues
Monitoring of lift stations and review of reporting
New water services and water shut-offs (ownership change/nonpayment)
On-call/standby for emergency repairs or assistance
Monthly water sampling and reporting is up-to-date
Utility location services
Street sweeping on-going
Vehicle maintenance on-going
Custodial responsibilities on-going
Grounds maintenance on-going
Valve exercise program continues
Event set-up and tear down on-going
Staff training (multiple)

Miscellaneous items/work orders/accomplishments:

Removal and storage of Christmas decorations and tree
Completed landscape rock replacement at Community Center
Cleaning of sanitary sewer system completed
Pothole/street repairs
Clean up at baseball field adjacent to EBID
Began repairs to sink hole on Capri Arc
Street lighting maintenance and repairs

Repairs to Community Center sewer line (under building)
Installed new meter boxes (Snow Road)
Storm system drain maintenance
Installed baby changing tables (2) locations
Water main emergency repairs at Mesilla Circle
Fire hydrant repairs and replacement

Project update:

LGRF (2019) – Project survey coring/sampling is complete. Project is currently being designed.

LGRF (2020) - Application for the 2020 LGRF is currently being reviewed and compiled.

Parian Capital Outlay – Project survey coring/sampling is complete. Project is currently being designed.

La Llorona Extension multi-use path – RFP for construction administration services was advertised on January 19th. Sealed proposals were due on Monday February 3, 2020. One proposal from SMA was received. Review of the proposal is underway with negotiations anticipated to be complete by the end of February. Project (construction) should bid in March.

McDowell wastewater system Phase II – Construction bid opening was held on Friday, January 31st. SMA is in the process of reviewing bids and will make the engineers recommendation to award. Apparent low bidder was Ducross Construction LLC. Project expected to start mid-February and has a duration of over 100 days.

Calle del Norte Trail Phase II – Review of project timeline and preparation of RFP is underway.

Solid Waste RFP – Solid waste contract was advertised on February 2, 2020. Proposals are due on February 20, 2020.

Plaza Lighting Capital Outlay - Review of project scope and timeline is underway.